Edison

Community College

1976-78

GENERAL CATALOG

Edison Community College

College Parkway
Fort Myers, Florida 33901
(813) 481-2121

1976-1978
Volumes Fifteen and Sixteen

Service to
Charlotte, Collier and Lee Counties

• 1976 •

January 1976

S	M	T	W	T	F	S
-	-	-	-	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
-	-	-	-	-	-	-

February 1976

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	-	-	-	-	-	-
-	-	-	-	-	-	-

March 1976

S	M	T	W	T	F	S
-	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	-	-	-
-	-	-	-	-	-	-

April 1976

S	M	T	W	T	F	S
-	-	-	-	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	-
-	-	-	-	-	-	-

May 1976

S	M	T	W	T	F	S
-	-	-	-	-	-	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	-	-	-	-	-

June 1976

S	M	T	W	T	F	S
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	-	-	-
-	-	-	-	-	-	-

July 1976

S	M	T	W	T	F	S
-	-	-	-	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
-	-	-	-	-	-	-

August 1976

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	-	-	-	-
-	-	-	-	-	-	-

September 1976

S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	-	-
-	-	-	-	-	-	-

October 1976

S	M	T	W	T	F	S
-	-	-	-	-	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	-	-	-	-	-	-

November 1976

S	M	T	W	T	F	S
-	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	-	-	-	-
-	-	-	-	-	-	-

December 1976

S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	-
-	-	-	-	-	-	-

• 1977 •

January 1977

S	M	T	W	T	F	S
-	-	-	-	-	-	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	-	-	-	-	-

February 1977

S	M	T	W	T	F	S
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	-	-	-	-	-
-	-	-	-	-	-	-

March 1977

S	M	T	W	T	F	S
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	-	-
-	-	-	-	-	-	-

April 1977

S	M	T	W	T	F	S
-	-	-	-	-	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
-	-	-	-	-	-	-

May 1977

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	-	-	-	-
-	-	-	-	-	-	-

June 1977

S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	-	-
-	-	-	-	-	-	-

July 1977

S	M	T	W	T	F	S
-	-	-	-	-	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	-	-	-	-	-	-

August 1977

S	M	T	W	T	F	S
-	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	-	-	-
-	-	-	-	-	-	-

September 1977

S	M	T	W	T	F	S
-	-	-	-	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	-
-	-	-	-	-	-	-

October 1977

S	M	T	W	T	F	S
-	-	-	-	-	-	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	-	-	-	-	-

November 1977

S	M	T	W	T	F	S
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	-	-	-
-	-	-	-	-	-	-

December 1977

S	M	T	W	T	F	S
-	-	-	-	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
-	-	-	-	-	-	-

• 1978 •

January 1978

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	-	-	-	-
-	-	-	-	-	-	-

February 1978

S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	-	-	-	-
-	-	-	-	-	-	-

March 1978

S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	-
-	-	-	-	-	-	-

April 1978

S	M	T	W	T	F	S
-	-	-	-	-	-	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	-	-	-	-	-	-

May 1978

S	M	T	W	T	F	S
-	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	-	-	-
-	-	-	-	-	-	-

June 1978

S	M	T	W	T	F	S
-	-	-	-	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	-
-	-	-	-	-	-	-

July 1978

S	M	T	W	T	F	S
-	-	-	-	-	-	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	-	-	-	-	-

August 1978

S	M	T	W	T	F	S
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	-	-
-	-	-	-	-	-	-

September 1978

S	M	T	W	T	F	S
-	-	-	-	-	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
-	-	-	-	-	-	-

October 1978

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	-	-	-	-
-	-	-	-	-	-	-

November 1978

S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	-	-
-	-	-	-	-	-	-

December 1978

S	M	T	W	T	F	S
-	-	-	-	-	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	-	-	-	-	-	-

Front cover: Edison Community College's astronomical observatory which houses a 15-foot telescope with 12½-inch lens.

Back cover: ECC Technical Building lobby with bronze bust of Charles Edison, son of Thomas Alva Edison, who was a prominent statesman, humanitarian and philanthropist. The new technical center was dedicated in 1976 to the memory and spirit of the Edisons.

COLLEGE CALENDAR
1976-77

SESSION I

June 30	Last day for new students to apply for full-time admission for Session I. Testing BY APPOINTMENT for new full-time students, Session I. Last day for pre-registered students receiving financial aid to pay their fees for Session I.
July 7	Late testing for full-time students, 9:00 A.M., Room B-101.
	Orientation and advisement for new full-time students, Session I. Advisement for returning full-time students by appointment.
	Registration for new full-time students, returning full-time students, and part-time and evening students, 9:00 A.M.-4:00 P.M.
	LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION I.
	Last day to receive 100% refund of fees.
July 8	Classes begin.
July 12	Last day to change program of classes.
	Last day to enter classes.
	Last day to receive 75% refund as stated in Catalog.
July 30	Mid-session Examinations.
August 2	Advisory grades due from instructors.
August 23	Last date to remove an "Incomplete" from Session IV.
August 24, 25	Final Examinations.
August 26	Graduation 12:00 noon, E-103.
	Final grades due from instructors.
	Thursday, 1 P.M., end of Session I.

SESSION II

August 2-26	Testing, orientation, advisement, registration of all full-time students BY APPOINTMENT. Room E-103.
August 20	Last day for pre-registered students receiving financial aid to pay their fees for Session II.
August 23	Last date for new students to apply for full-time admission for Session II.
August 30	Faculty orientation, 9:00 A.M., Room E-103.
	(College offices closed)
August 31	Late testing for full-time students, 9:00 A.M., Room B-101.
	Registration for part-time and evening students who have not already pre-registered.
	Open registration BY APPOINTMENT for new and returning students and part-time and evening students, 9:00 A.M.-4:00 P.M.
August 31	Last day to receive 100% refund on fees.
	LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION II.
September 1	Classes begin for Session II.
September 6	Labor Day — (holiday)
September 8	Last day to change program of classes.
	Last day to enter classes.
	Last day to receive 75% refund as stated in Catalog.
September 13	Fall Convocation (11:00 A.M.) — all faculty and students required to attend.
October 15-19	Mid-session Examinations.
October 20	Advisory grades due from instructors.
October 25	Last date to remove an "Incomplete" from Session I.
November 24	Wednesday, 10:00 P.M., Thanksgiving recess begins.
November 29	Monday, 7:00 A.M., classes resume.
	Advising by appointment for session III begins (full-time and part-time students).
December 6-8	Final examinations for graduating sophomores.
December 10	Final grades due from instructors for graduating sophomores, Friday, 5:00 P.M.
December 14-17	Final Examinations.
December 17	Final grades due from instructors, Friday, 5:00 P.M.
	Graduation 12 noon, E-103.
	Friday, 5:00 P.M., end of Session II.

SESSION III

December 13	Testing BY APPOINTMENT for new full-time students, Session III, B-101.
	Last day for new students to apply for full-time admission, Session III.
December 17	Last day for pre-registered students receiving financial aid to pay their fees for Session III.
January 4	Advisement and registration for returning students by appointment.
	Late testing by appointment for new full-time students, 9:00 A.M., Room B-101.
	Orientation and advisement for new full-time students, HPE Building.
	Registration for part-time and evening students who have not pre-registered.
	Open registration for new full-time students, returning full-time students, and part-time and evening students, 9:00 A.M.-4:00 P.M.
January 5	Last day to receive 100% refund on fees.
January 6	LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION III.
	Classes begin for Session III.
January 12	Last day to change program of classes.
	Last day to enter classes.
	Last day to receive 75% refund as stated in the Catalog.
February 14	Last day to remove an "Incomplete" from Session II.
February 24-25 and 28	Mid-Session Examinations.
March 1	Advisory grades due from instructors.
March 23	Advising by appointment for Sessions IV, I, and II begins (full-time and part-time students).
April 6	Wednesday, 10:00 P.M. Easter recess begins.
April 11	Monday, 7:00 A.M., classes resume.
April 11-13	Final Examinations for graduating sophomores.
April 15	Friday, 1:00 P.M. — final grades due from instructors for graduating sophomores.
April 20-22 and 25	Final Examinations for all other students.
April 22	Graduation Ceremony Friday, 8:00 P.M., HPE Building — Graduation optional for graduates.
April 27	Final grades due from instructors. Wednesday, 1:00 P.M., end of Session III.

SESSION IV

April 25	Last day for new students to apply for admission for Session IV.
April 26	Testing BY APPOINTMENT for full-time students, Session IV, Room B-101. Last day for pre-registered students receiving financial aid to pay their fees for Session IV.
May 3	Orientation and advisement for new full-time students, Session IV, HPE Building.
	Advisement and registration for returning full-time students by appointment.
	Registration for part-time and evening students who have not already pre-registered.
	Registration by appointment for new full-time students, part-time and evening students, and returning full-time students, 9:00 A.M.-4:00 P.M.
	LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION IV.
	Last day to receive 100% refund on fees.
May 4	Classes begin Session IV.
May 6	Last day to change program of classes.
	Last day to enter classes.
	Last day to receive 75% refund as stated in Catalog.
May 16	Advisement by appointment for Session I and II begins (full-time and part-time students).
May 24-26	Mid-Session Examinations.
May 27	Friday, 5:00 P.M. Memorial Day recess begins.
May 31	Tuesday, 7:00 A.M., classes resume.
	Advisory grades due from instructors.
June 21-22	Final Examinations.
June 22	Graduation 12:00 noon, E-103.
	Final grades due from instructors. Wednesday, 1:00 P.M., end of Session IV.
	Last day to remove an "Incomplete" from Session III.

COLLEGE CALENDAR
1977-78

SESSION I

July 7	Last day for new students to apply for full-time admission for Session I. Testing BY APPOINTMENT for new full-time students, Session I. Last day for pre-registered students receiving financial aid to pay their fees for Session I.
July 8	Late testing for full-time students, 9:00 A.M., Room B-101. Orientation and advisement for new full-time students, Session I. Advisement for returning full-time students by appointment. Registration for new full-time students, returning full-time students, and part-time and evening students, 9:00 A.M.-4:00 P.M. LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION I. Last day to receive 100% refund of fees.
July 11	Classes begin.
July 13	Last day to change program of classes. Last day to enter classes. Last day to receive 75% refund as stated in Catalog.
July 29	Mid-session Examinations.
August 1	Advisory grades due from instructors.
August 25-26	Final Examinations.
August 22	Last date to remove an "Incomplete" from Session IV.
August 26	Graduation, 12:00 noon, E-103. Final grades due from instructors. Friday, 5:00 P.M., end of Session I.

SESSION II

August 1-26	Testing, orientation, advisement, registration of all full-time students BY APPOINTMENT. Room E-103.
August 15	Last day for pre-registered students receiving financial aid to pay their fees for Session II.
August 22	Last date for new students to apply for full-time admission for Session II.
August 30	Faculty orientation, 9:00 A.M., Room E-103. (College offices closed)
August 31	Late testing for full-time students, 9:00 A.M., Room B-101. Registration for part-time and evening students who have not already pre-registered. Open registration BY APPOINTMENT for new and returning students and part-time and evening students, 9:00 A.M.-4:00 P.M. Last day to receive 100% refund on fees. LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION II.
September 1	Classes begin for Session II.
September 5	Labor Day — (holiday)
September 8	Last day to change program of classes. Last day to enter classes. Last day to receive 75% refund as stated in Catalog.
September 13	Fall Convocation (11:00 A.M.) — all faculty and students required to attend.
October 17-18	Mid-session Examinations.
October 19	Advisory grades due from instructors.
October 25	Last date to remove an "Incomplete" from Session I.
November 23	Wednesday, 10:00 P.M., Thanksgiving recess begins.
November 28	Monday, 7:00 A.M., classes resume. Advising by appointment for Session III begins (full-time and part-time students).
December 7-9	Final examinations for graduating sophomores.
December 12	Final grades due from instructors for graduating sophomores, Monday, 5:00 P.M.
December 14-16 and 19	Final Examinations.
December 19	Final grades due from instructors. Graduation, 12:00 noon, E-103. Monday, 5:00 P.M., end of Session II.

SESSION III

December 20	Testing BY APPOINTMENT for new full-time students, Session III, B-101.
	Last day for new students to apply for full-time admission, Session III.
December 21	Last day for pre-registered students receiving financial aid to pay their fees for Session III.
January 5	Advisement and registration for returning students by appointment.
	Late testing by appointment for new full-time students, 9:00 A.M., Room B-101.
	Orientation and advisement for new full-time students, HPE Building.
	Registration for part-time and evening students who have not pre-registered.
	Open registration for new full-time students, returning full-time students, and part-time and evening students, 9:00 A.M.-4:00 P.M.
January 6	Last day to receive 100% refund on fees.
January 9	LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION III.
	Classes begin for Session III.
January 13	Last day to change program of classes.
	Last day to enter classes.
	Last day to receive 75% refund as stated in the Catalog.
February 17	Last day to remove an "Incomplete" from Session II.
February 24 and 27-28	Mid-Session Examinations.
March 1	Advisory grades due from instructors.
March 22	Wednesday, 10:00 P.M., Easter recess begins.
March 27	Monday, 7:00 A.M., classes resume.
	Advising by appointment for Sessions IV, I, and II begins (full-time and part-time students).
April 12-14	Final Examinations for graduating sophomores.
April 17	Monday, 1:00 P.M. — final grades due from instructors for graduating sophomores.
April 21 and 24-26	Final Examinations for all other students.
April 21	Graduation Ceremony, Friday, 8:00 P.M., HPE Building — Graduation optional for graduates.
April 27	Final grades due from instructors. Thursday, 1:00 P.M., end of Session III.

SESSION IV

April 27	Last day for new students to apply for admission for Session IV.
May 1	Testing BY APPOINTMENT for full-time students, Session IV, Room B-101.
	Last day for pre-registered students to pay their fees for Session IV.
May 2	Orientation and advisement for new full-time students, Session IV, HPE Building.
	Advisement and registration for returning full-time students by appointment.
	Registration for part-time and evening students who have not already pre-registered.
	Registration by appointment for new full-time students, part-time and evening students, and returning full-time students, 9:00 A.M.-4:00 P.M.
	LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION IV.
	Last day to receive 100% refund on fees.
May 3	Classes begin Session IV.
May 5	Last day to change program of classes.
	Last day to enter classes.
	Last day to receive 75% refund as stated in Catalog.
May 15	Advisement by appointment for Session I and II begins (full-time and part-time students).
May 24-26	Mid-Session Examinations.
May 26	Friday, 5:00 P.M. Memorial Day recess begins.
May 30	Tuesday, 7:00 A.M., classes resume.
	Advisory grades due from instructors.
June 19	Last day to remove an "Incomplete" from Session III.
June 20-21	Final Examinations.
June 21	Graduation 12:00 noon, E-103.
	Final grades due from instructors. Wednesday, 5:00 P.M., end of Session IV.

PHILOSOPHY AND PURPOSE

"If a nation expects to be ignorant and free, in a state of civilization, it expects what never was and never will be."
— THOMAS JEFFERSON, 1816

Our society is committed to the belief in the value of each individual; he should have the freedom and opportunity to develop his potential to its utmost capacity, achieving self-fulfillment. We believe that only in a dynamic, democratic society can this truly occur. The strength of this society must be measured, at least in part, by the ways in which the individual can participate and share in the socio-economic and cultural spheres of that society. This dynamic democratic society can be maintained by the individual only with a comprehensive understanding of the forces which are exerted upon him and those which are to be used by him as a responsible participating member of society. Thus, in a complex and rapidly changing democratic society, the education of all individuals is a necessity, if that society is to endure. In this educational process opportunity for the pursuit of truth and educational enlightenment must take into account, so far as our understanding and means will permit, individual strengths, needs, capacities, aspirations, and attitudes.

The purpose of a community college must be to provide the variety of learning experiences that the individual and his society require. The institution must seek to make the individual more acutely aware of the needs of a dynamic democratic society, to encourage his intellectual curiosity, to develop his capacity for critical and reflective thinking, and to help him see clearly the necessity for his concern and involvement in human affairs.

With a firm belief in its philosophy, purpose, and legal commitment, Edison Community College has established the following:

1. Programs of courses that parallel the first two years of degree programs in four-year colleges and universities.
2. Programs for students who do not plan to complete a four-year degree program, but who can profit from a two-year program of general education, semi-professional education, or specialized education in certificate and degree programs beyond the high school level.
3. Programs which enable students to enrich their lives socially, intellectually, and culturally.
4. Leadership, as an educational and cultural center, in serving the developing needs of the three-county area.

HISTORY

Edison Junior College was authorized by the 1961 Florida State Legislature and the Advisory Committee for the College was appointed by the Governor on August 30, 1961. On the same date, the Lee County Board of Public Instruction passed a resolution establishing Edison Junior College. The counties of Charlotte, Collier, and Lee participated in the operation of the college through the Junior College Advisory Committee. The first president, Dr. Charles E. Rollins, was appointed January 17, 1962, and assumed his duties on March 1, 1962. The first students entered Edison Junior College in the fall of 1962.

The College moved to new quarters on a permanent campus in June of 1965, and Dr. David G. Robinson was inaugurated as Edison's second and current president September 14, 1965.

On July 1, 1968, the Edison Junior College Advisory Committee became the District Board of Trustees of Edison Junior College, the governing board of the institution. All three counties served by the college are represented on the Board, the membership appointed by the governor and confirmed by the senate.

The name of the college was changed to Edison Community College as of July 1, 1972.

PHYSICAL FACILITIES

The Board of Public Instruction of Lee County made the buildings of the Andrew D. Gwynne Institute available for use by the college as a temporary facility until permanent buildings were constructed. The new buildings, occupied in June of 1965, include twenty-one general classrooms, a language laboratory, student food and lounge facilities, library, and faculty and administration offices. The eighty-acre college campus is off College Parkway, which is located between McGregor Boulevard and Route 41, approximately eight miles south of the center of Fort Myers.

Edison Community College has completed six of the eleven permanent buildings provided in the master plan. Three modern structures currently house classrooms, laboratories, offices, the Learning Resources Center and a small auditorium. A spacious Health and Physical Education complex includes gymnasium, classroom and locker room facilities. Tennis courts and a baseball diamond are adjacent to the gymnasium.

Construction of a new technical building was completed in 1976 and provides facilities for nursing, electronics, secretarial sciences, computer science, drafting and criminal justice. An adjoining observatory houses a large telescope, a gift to the college, which serves the Basic Sciences classes.

Local centers to serve Charlotte and Collier Counties are in operation, with classes and student services available to residents. The Charlotte Center includes offices and classrooms and is located in Sunny Dell Plaza, Port Charlotte. Collier Center's offices and classrooms are in Naples Shopping Plaza, U.S. 41 East.

These Centers offer the general education courses required for the Associate of Arts and the Associate of Science Degrees as well as specialized courses in Banking, Real Estate, Business, and Criminal Justice. Services provided by the Centers include academic counseling, admissions, registration, assistance with financial aid, sale of textbooks, and general educational information. A reference library is available in the Centers for enrolled students.

ACCREDITATION MEMBERSHIP

Edison Community College is part of the Florida state system of public community colleges and is accredited by the State Department of Education and the Southern Association of Colleges and Schools.

Edison Community College is also a member of the American Association of Community and Junior Colleges and the Florida Association of Community Colleges.

ADMISSION POLICY*

GENERAL

1. No person shall be admitted as a student who shall have been arrested for or formally charged with the unlawful possession or sale of any narcotic drug, central nervous system stimulant, hallucinogenic drug, or barbiturate, as defined in Chapter 70 - 362, Laws of Florida, so long as proceedings remain pending.
2. No person who has been adjudicated guilty of any charge specified in paragraph 1 above shall be admitted as a student for a period of one year following the adjudication of guilt.
3. No person shall be admitted as a student who shall have been arrested for, formally charged with or adjudicated guilty of any felony during the pendency of the criminal proceedings or for a period of one year after adjudication of guilt.

The exception to the above policy will be those students admitted as special students in the rehabilitation program of the prison system.

REQUIREMENTS

I. Full-Time Students (12 Credit Hours or More)

1. Students who hold a valid secondary school diploma from an accredited secondary school and are approved by the college administration.
2. Students who have successfully passed the General Equivalent Diploma examination and are approved by the college administration.
3. Adults admitted by appropriate test score and counselor recommendation.

---

*Admission forms in back of catalog

II. Part-Time Students — Credit (Less than 12 Credit Hours)

1. Students who hold a valid secondary school diploma from an accredited secondary school and are approved by the college administration.
2. Students who have successfully passed the General Equivalent Diploma examination and are approved by the college administration.
3. Part-time students intending to change to full-time status at their next registration must notify the Admissions Office of their intention prior to registration and furnish such additional items as requested to complete their student record.
4. Adults admitted by appropriate test score and counselor recommendation.

III. Part-Time Students — Audit

Students who intend to register for informational instruction only and are not working for college credit may register for courses as AUDIT after completing a Request for Audit card. The application for admission is not required.

IV. Transfer Students

1. Students who are eligible to return to the institution of origin may be admitted to Edison Community College upon receipt of their transcript and approval of the college administration.
2. Students who are not eligible to return to the institution of origin must petition for admission to Edison Community College. Valid and clear reasons for admitting the student under these circumstances must be given before such a petition will be considered.
3. Transfer students with less than an overall 2.0 (C) grade point average according to Edison Community College computation must have their application and transcript(s) reviewed by the admissions committee before final admission can be given. Transfer students admitted to Edison Community College with less than an overall 2.0 (C) grade point average will be placed on academic warning and must participate in SDS 090.
4. Students transferring to Edison Community College are accepted on the basis of a grade point scale at Edison Community College rather than the grade point scale at the previous institution.
5. Transfer credit will be given only for those courses in which a grade of "D" or better was attained. Edison does not guarantee transferability of any "D" work taken here or elsewhere to private Florida institutions and institutions outside the state.
6. Transfer students are not required to present a high school transcript if a record of high school credits is on the transcript from the previous institution.
7. The health and physical education graduation requirements from Edison Community College may be fulfilled or partially fulfilled:
   a. by transfer of a grade and no credit hours,
   b. by transfer of credit hours and no grade, or
   c. by transfer of HPE activity course with no credit and no grade.
8. Transfer students must achieve an overall grade point average of 2.0 including work undertaken at previous institutions in order to graduate from Edison Community College.
9. Any student in his initial session at Edison Community College must achieve a grade point average of 2.0 by the end of 12 credit hours or be placed on academic warning.
10. A notarized affidavit of *legal residence* must be filed (see Application for Admission, Part II).

V. Special Students

A student of demonstrated academic ability who does not meet the regular requirements for admission, but is recommended by an ECC counselor and approved by the Director of Admissions. This category may include:

1. Adult students admitted by appropriate test score.
2. High school students admitted part time or in summer school by arrangement with their high school principal and counselor who are taking courses for credit in escrow.

3. Students who attend classes for credit and do not intend to earn a degree. Non-degree seeking students enroll in courses for the purposes of meeting employer requirements, increasing job skills, or personal satisfaction.
4. High school students admitted as in #2 but for no credit.

VI. Transient Students

A student enrolling at Edison Community College who is attending on the approval of another college or university and who intends returning to that institution will be considered a *Transient* student. An application is required and also a statement of good standing from the college to which the student is returning and permission to enroll in certain courses at Edison Community College. This statement must be in the student's record before registration.

VII. Students from Unaccredited and Foreign Institutions

1. Students from unaccredited secondary institutions will be accepted and placed on probation until they have obtained an overall grade point average of 2.0 at the completion of their first 12 hours of academic work.
2. Students who have graduated from a foreign secondary school but whose records are unobtainable for political reasons may be admitted by special permission of the college administration.
3. Students transferring to Edison Community College from unaccredited institutions of higher education will be admitted in full standing. However, no course work taken or GPA earned at the unaccredited institution will be transferred to Edison Community College or used in the GPA for graduation from Edison Community College.

EVALUATION OF TRANSFER CREDITS

In the evaluation of transfer credit, consideration will be given for differences in hour requirements on the basis of the intent of the general education requirements at Edison Community College. *(For example, a student may transfer to Edison Community College with two sessions of English completed with four credit hours and meet the general education requirements of Edison Community College.)*

EARLY ADMISSIONS

Edison Community College subscribes to a policy of early admission under the following conditions:

1. The applicant has completed the junior year of high school.
2. The applicant has recommendations from the high school principal and a counselor.
3. The applicant must be 16 years of age at the time of his/her first college class.
4. The applicant is interviewed and approved by an Edison Community College counselor.

GUIDED STUDIES PROGRAM

It is recognized by the Edison Community College that there is a wide range of abilities and aptitudes served by the community college. Many students apply for admission to college with weaknesses in their educational and environmental backgrounds. These weaknesses can often be identified by test results.

A program of guided individual studies has been instituted by the college in an effort to serve the needs of all the students of the community. Students with educational weaknesses as evidenced by their high school records, test scores, and personal interviews will be assigned to work in clinics designed to further identify and correct, when possible, weaknesses in mathematics, English, reading, and study habits.

CREDIT IN ESCROW

High school students with demonstrated ability may be admitted part-time or in summer school by arrangement with their high school principal and counselor. All credits earned prior to graduation will be held in escrow until the student has graduated from high school and furnished Edison Community College with an official high school transcript indicating graduation, at which time full credit will be recorded on the transcript.

CLEP

Edison Community College also participates in the College Level Examination Program offered by the College Entrance Examination Board and grants credit for satisfactory scores in the five general examinations and selected subject matter examinations. For further details, contact the Counseling Center at the college.

ADVANCED PLACEMENT

In order to provide greater flexibility and opportunity for able youth to move ahead with their education, Edison Community College participates in a state-wide program of advanced placement with local high schools. The following policy will apply to Edison Community College education testing service advanced placement program:

a. Scores of 5, 4, and 3 will be accepted for credit, such credit to be assigned by the Admissions Officer in terms of the entrance policies of Edison Community College.

b. Scores of 2 will be referred to appropriate division chairmen for recommendations concerning possible waiver and/or credit.

c. No credit will be allowed for scores of 1.

d. Four-year state institutions will accept placement credit for scores of 3, 4, and 5 included in transcripts from Edison Community College. Scores of 2 included in transcripts will have credit handled by the state universities as in b. above by Edison Community College.

PUBLIC LAW 93-380 (BUCKLEY AMENDMENT)

The United States Government, through Public Law 93-380 and the "Buckley Amendment", requires the following statement be made:

Directory information is defined as the name, address, social security number, telephone number, date and place of birth, major field of study, dates of attendance, degrees and awards received, and the most recent educational institution attended by the student.

In the absence of a written notice by a student to withhold any, or all, information included in the definition of "directory information", the college reserves the right to release any of this information as it may consider desirable and in compliance with the law.

PROCEDURE IN APPLYING FOR ADMISSION AS FULL-TIME STUDENT

A full-time student is enrolled in 12 or more credit hours of course work and must:

1. Secure an application blank from the Admissions Office of Edison Community College. Freshmen or transfer applicants must complete this application no later than two weeks before date of registration.
2. Request from high schools and/or colleges attended that a transcript be sent directly to the Admissions Office of Edison Community College as soon as possible. Applicants previously attending more than one college must request original transcripts from each college attended be sent to the Admissions Office. Failure to report previous attendance at a college(s) may result in immediate dismissal.
3. Complete affidavit of residency and health form.
4. Upon receipt of all the above items, testing, orientation, advisement, and registration appointments will be made for those students approved for admission. Attendance at orientation is required.

Any student failing to provide the following by the calendar date of the last day to enter classes will be changed to Non-Degree status until such time as the missing items are provided:

1. Completed Application for Admission (Parts I and II).
2. Original transcripts from both high school and/or all colleges attended.
3. Health Form.
4. Payment of fees.
5. Completion of School and College Ability Test (S.C.A.T.).
6. Photostatic copy of DD 214, Military Discharge Form, if veteran.
7. Notarized Affidavit of Florida Residency, if resident.

PROCEDURE IN APPLYING FOR ADMISSION AS PART-TIME STUDENT

A part-time student is enrolled in less than 12 credit hours of course work and may attend either day or evening classes. Any student failing to provide the following within one month of the first class date for the course(s) in which he is registered will be changed to Non-Degree status until such time as the missing items are provided:

1. Completed Application for Admission (Parts I and II).
2. Original transcripts from high school and/or all colleges attended.
3. Photostatic copy of DD 214, Military Discharge Form, if veteran.
4. Notarized Affidavit of Florida Residency, if resident.

SUMMARY OF SUPPORTING DOCUMENTS REQUIRED FOR ADMISSION

	Application Form	Affidavit of Residence	High School Transcript	College Transcript(s)	Health Form	High School Counselor & Principal Recommendation	TOEFL Scores	Letter of Good Standing & Permission to Enroll	Letter from Sponsor	Physical & Dental Exam	Copy of DD 214 (for Veterans only)
1. Full-Time Students (first time in college)	x	x	x		x						x
2. Full-Time Students (Transfer)	x	x		x	x						x
3. Part-Time Students — Credit (first time in college)	x	x	x		x						x
4. Part-Time Students — Credit (Transfer)	x	x		x	x						x
5. Part-Time Students — Audit	x										
6. Foreign Students — All Categories	x	x	x	x	x		x		x		
7. A.S.R.N. Nursing Students	x	x	x	x	x					x	x
8. Special Student — Early Admissions	x	x	x		x	x					
9. Special Student — Credit in Escrow	x	x	x		x	x					
10. Special Student — Non-Degree	x	x			x						x
11. Transient Student — All Categories	x	x			x			x			

PROGRAM OFFERINGS & REQUIREMENTS

INTRODUCTION

The two types of programs offered by Edison Community College are degree programs and certificate programs. The degree programs are the Associate in Arts, which is designed for the student interested in transferring to a university or college, and the Associate in Science, which is job-oriented. The degree programs normally take two years to complete. The certificate programs are usually one year in length and teach students the skills necessary for employment in specialized areas. The objective of the degree programs is to provide the student with as much general education as possible, while that of the certificate programs is to limit courses to an area of specialization.

PHILOSOPHY OF GENERAL EDUCATION

The purpose of the general program at Edison Community College is to provide students with a common set of learning experiences which will help equip them to participate effectively in our society. These experiences are broad enough and include enough options to allow the individual student to prepare himself in accordance with his own abilities, needs, and interests. Every effort is made to incorporate the values of General Education into all college programs.

Because we are living in a period of rapid and continual change, the intent of the general education program is to help students develop the ability to think — to solve problems — and to learn general principles rather than isolated bits of knowledge or training which may soon become obsolete. The elements which help to develop and enhance essential aspects of the individual's personality are:

1. An awareness and knowledge and appreciation of the physical world in which we live, characteristics of human behavior, problems of human existence, and
2. An acquisition of the skills necessary for self-expression and creativeness, and for active involvement as concerned and thinking citizens.

Experimentation and innovation are encouraged within our own institution, processes for which community colleges have unique capabilities.

The means by which these objectives may be accomplished are innovative and directed toward the future. Standard or conventional types of education are re-examined and revised. Experiments must be tried and accepted or discarded. The process of teaching and learning is a dynamic one and every available learning tool and method must be considered and employed where desirable and feasible.

DEGREE PROGRAMS

ASSOCIATE IN ARTS DEGREE

In cooperation with the 27 other public junior colleges in Florida, Edison Community College confers the Associate in Arts degree as its transfer degree. In order to receive the Associate in Arts degree, 38 credit hours must be earned in general education courses, 22 credits in electives, and 4 hours in HPE activity courses. Students must follow the general education course guide below in planning their required courses:

Communications:
- ENG 105 3
- SPE 105 3
- Any other ENG or LIT course 3

Humanities: 6
- HUM 205 and HUM 206 or
- HUM 205 or HUM 206 and any three hours from the following:
- ART 105, HUM 125, HUM 225, LIT 205, LIT 206, MUS 105, PPY 205, PPY 206, PPY 207, TAR 105

Social Sciences (must be chosen from two areas): 12
- ANY 105-106
- ECO 106-205-206
- ECY 105-106
- EDU 205
- HIS 105-106-205-206
- POL 205-206-208
- PSY 105-215-216-217-218-255
- SOC 106-107-205
- SSC 105

Natural Sciences: (8 hours in the same prefix from those listed below) 8
- BIO 105-106
- CHEM 211-212
- PHY 111-112 or 231-232
- SCI 103-104 or 105-106
- GLY 105-106

MTH 105 or higher 3

HPE 155 JC — 199 JC and 255 JC — 259 JC (HPE 206 suggested for students who are exempt from the required HPE courses) 4

HPE is not required for those students who receive waivers because of age, military service, or medical reasons.

Electives 22

Total Credit Hours 64

a. The student may not earn more than 25% of the credit hours required for graduation through nonresidence work. No more than one-half of the 25% by nonresidence can be earned by foreign study hours.

b. The letters "JC" following any course number indicate that the course does not count toward the A.A. degree, except for the four (4) hours of HPE activity credit.

c. Students wishing to request Waiver of Health and Physical Education Requirements, for reasons listed below, may request waiver form at the Admissions and Records Office:

(1) health reasons,

(2) married students over 24 years of age,

(3) veterans of 20 months' active duty service,

(4) evidence of extreme hardship.

No credit can be given for exempted classes.

ASSOCIATE IN SCIENCE DEGREE

The Associate in Science degree is job-oriented, and in order to receive this degree the student must complete the credit hours of course work prescribed in the following programs of study. General Education requirements vary with each technical program leading to the A.S. degree, as do the total number of hours in each program. Students may not count HPE activity courses as electives in A.S. degree programs unless the program specifically indicates otherwise.

BANKING AND FINANCE

Freshman Year

Course	No.		Credit Hours
ACC	101	Accounting	4
BAN	155 JC	Principles of Bank Operation	3
BUS	107	Introduction to Business	3
ECO	205	Economics	3
ENG	105 or 115	English or Technical Writing	3
ACC	102	Accounting	4
BAN	156 JC	Money and Banking	3
BUS	106	Math of Finance	3
CSC	156	Introduction to Computer Science	4
			30

Sophomore Year

Course	No.		Credit Hours
BAN	255 JC	Bank Management	3
BAN		ELECTIVE	3
BUS	256	Management Principles	3
SPE	105	Effective Speaking	3
PSY	105	General Psychology	3
		or	
PSY	255	Human Behavior in Organizations	3
BAN	256 JC	Analyzing Financial Statements	3
BAN	258 JC	Credit Administration	3
BAN	269 JC	Installment Credit	3
BUS	205	Business Law	3
BAN		ELECTIVE	3
			30
		TOTAL HOURS	60

COMPUTER SCIENCE

Freshman Year

Course	No.		Credit Hours
CSC	156	Introduction to Computer Programming	4
CSC	157	Assembly Language Programming	4
CSC	158 JC	Data Processing Concepts	3
CSC	159 JC	Introduction to Cobol	3
ENG	105	Composition	3
*MTH, SCI, or BUS ELECTIVES			15
			32

Sophomore Year

Course	No.		Credit Hours
CSC	161 JC	Report Generator Coding	3
CSC	255 JC	Advanced Fortran Programming	
		or	
CSC	256 JC	Advanced Cobol Programming	3
CSC	257 JC	Data Systems and Management	3
ENG	115	Technical Writing	
		or	
LIT	115	Introduction to Literature	3
	**	ELECTIVES	18
			30

*A total of 15 credit hours are required in either Mathematics and Science, or Business Studies. These hours can be taken over the two years. The student's advisor should be consulted regarding the specific courses to be taken.

**A total of 18 credit hours of General Electives are required, and can be taken over the two years. The student's advisor should be consulted regarding the specific courses to be taken.

TOTAL HOURS 62

ELECTRONICS ENGINEERING TECHNOLOGY

Freshman Year

Course	No		Credit Hours
EET	161 JC	Electronics Mathematics I	3
EET	162 JC	Electronics Mathematics II	3
EET	163 JC	Circuit Analysis I	4
EET	164 JC	Circuit Analysis II	4
ENG	115	Technical Writing	3
EGR	101	Engineering Graphics	4
	*	ELECTIVES	12
			33

Sophomore Year

Course	No		Credit Hours
EET	265 JC	Semi Conductors Fundamentals	4
EET	266 JC	Industrial Control Electronics	4
EET	267 JC	Electronic Devices	4
EET	268 JC	Communications	4
EET	269 JC	Pulse and Digital Circuits	4
	*	ELECTIVES	13
			33

*Electives recommended for this program are 16 hours in Technical Studies and Sciences and or Mathematics and 9 hours in Humanities and or Social Sciences

TOTAL HOURS 66

FIRE ADMINISTRATION

Freshman Year

Course	No.		Credit Hours
ENG	105	Composition	3
ENG	115	Technical Writing	
		or	
LIT	115	Introduction to Literature	3
FA	110	Introduction to Fire Protection	3
FA	111	Fire Protection Organization & Administration	
		or	
FA	113	Fire Company Leadership	3
MTH	105	General Education Mathematics (or higher)	3
POL	205	American National Government	
		or	
POL	206	American State and Local Politics	3
PSY	105	General Psychology	3
SCI	105	Frontiers of Science	
		or	
SCI	106	Frontiers of Science	4
SOC	107	Introduction to Sociology	3
		ELECTIVE	3
			31

Sophomore Year

Course	No.		Credit Hours
CHM	105	Chemistry	4
*FA		ELECTIVE	3
*FA		ELECTIVE	3
FA	206	Fire Fighting Tactics & Strategy I	3
FA	221	Fire Codes and Building Construction	3
HPE	206	Personal and Community Health Problems	3
PSY	255	Human Behavior in Organizations	3
SPE	105	Effective Speaking	3
		ELECTIVE	6
			31
		TOTAL HOURS	62

*Fire Administration Electives are FA 205, 207, 223, 225

All Fire Administration Courses to be held at FCC and endorsed by faculty from St. Petersburg Junior College

NURSING

Freshman Year

Course	No.		Credit Hours
NSG	155 JC	Intro. to Health-Related Fields	4
SCI	103	Human Science	4
PSY	105	General Psychology	
	or	or	
SOC	106	Personal & Social Adjustment	3
ENG	115	Technical Writing	3
NSG	161 JC	Nursing Functions	4
SCI	104	Human Science	4
HSP	159	Nutrition	3
SPE	105	Effective Speaking	3
NSG	162 JC	Medical/Surgical Nursing I	4
BIO	125	Microbiology	4
			36

Sophomore Year

Course	No.		Credit Hours
NSG	255 JC	Medical/Surgical Nursing II	4
NSG	256 JC	Mental Health Nursing	4
		* ELECTIVE	3
NSG	257 JC	Maternity Nursing	4
NSG	258 JC	Nursing of Children	4
		ELECTIVE	3
NSG	265 JC	Patient Care Management	4
NSG	266 JC	Seminar	4
			30

*Electives must be from the Social Sciences or Humanities area.

TOTAL HOURS 66

Purchase of a nursing lab coat and uniform, an ECC Nursing pin and liability insurance is required. The student must also provide transportation to the labs conducted at the hospitals.

SECRETARIAL SCIENCE

Freshman Year

Course	No.		Credit Hours
ACC	101	Accounting	4
ENG	105	Composition	3
*SEC	102	Intermediate Typing	3
*SEC	104	Shorthand II	3
SEC	105	Business Communications	3
BUS	107	Introduction to Business	3
SEC	115	Office Machines	3
		** ELECTIVES	8
			30

Sophomore Year

Course	No.		Credit Hours
SEC	211	Shorthand III	3
SEC	215	Advanced Typing	3
BUS	106	Math of Finance	3
CSC	158 JC	Data Processing Concepts	3
SEC	216	Office Practice	3
SEC	232	Shorthand IV	3
SEC	235 JC	Legal Terminology, Transcription,	
	or	and Procedures, or	
SEC	236 JC	Medical Terminology, Transcription,	
	or	and Procedures, or	
SEC	237 JC	Executive Terminology,	
		Transcription, and Procedures	3
		ELECTIVES	9
			30

*May be waived upon successful completion of a high school program and demonstrated proficiency.

**May include SEC 101 and/or SEC 103 if needed for proficiency.

TOTAL HOURS 60

The Secretarial Science Courses will require purchase of supplies required in secretarial work.

TECHNICAL STUDIES

Freshman Year

Course	No.		Credit Hours
EGR	101	Engineering Graphics I	4
ENG	105	Composition	3
EGR	158 JC	Technical Mathematics	4
		* ELECTIVES	3
EGR	102	Engineering Graphics II	4
EGR	105	Introduction to Engineering	3
EGR		ELECTIVES	8
CSC	156	Introduction to Computer Programming	4
			33

Sophomore Year

Course	No.		Credit Hours
EGR		ELECTIVES	8
PHY	111	Fundamentals of Physics	4
		* ELECTIVES	3
PHY	112	Fundamentals of Physics	4
ENG	115	Technical Writing	3
EGR		ELECTIVES	8
			33
		TOTAL HOURS	63

Suggested electives:
EGR 155 JC, EGR 156 JC, EGR 157 JC, EGR 255 JC,
EGR 256 JC, EGR 257 JC, EGR 258 JC, EGR 259 JC.

*These electives should be taken from the Social Sciences.

Certain EGR courses will require personal equipment purchases.

GRADUATION REQUIREMENTS

In order to receive either of the above degrees, the student must accomplish the following additional requirements:

1. Apply for graduation at the time of advisement for the final session of expected attendance.
2. Register in the final session for any courses not previously completed which are necessary to satisfy degree requirements.
3. Maintain an overall grade point average of 2.0 (C) in all courses undertaken (for transfer students, this includes courses taken elsewhere).
4. Complete the last 15 credit hours of course work at Edison Community College. EXCEPTION: Students who have completed 40 semester hours or more in residence at Edison Community College may petition the college administration to complete the remaining hours required for graduation at another Florida public community college or university.
5. Fulfill all financial obligations to the college and meet all deadlines for application for graduation.

ONE-YEAR CERTIFICATE PROGRAMS

BUSINESS ADMINISTRATION

Course	No.		Credit Hours
BUS	107	Introduction to Business	3
ACC	101	Accounting	4
ECO	205	Economics	3
SPE	105	Effective Speaking	3
BUS	153 JC	Management Practicum	1
REA	105	College Reading Skills	1
ENG	115	Technical Writing	3
BUS	256 JC	Management Principles	3
BUS	257 JC	Marketing	3
BUS	154 JC	Management Practicum	1
CSC	156	Intro. to Computer Programming	4
		* ELECTIVE	3
			32

*Elective — any course from:
ACC 102, ECO 105, ECO 106, ECO 206,
BUS 106, PSY 255, BAN course

This program is designed for those students who expect to seek employment and further their skills as junior executives.

CLERK-STENO

Course	No.		Credit Hours
ENG	105	Composition	3
SEC	101	Beginning Typing	
	or	or	
SEC	102	Intermediate Typing	3
SEC	103	Shorthand I	3
SEC	115	Office Machines	3
CSC	158 JC	Intro. to Data Processing	3
SEC	104	Shorthand II	3
SEC	102	Intermediate Typing	
	or	or	
SEC	215	Advanced Typing	3
SEC	216	Office Practice	3
SEC	105	Business Communication	3
ACC	101	Elementary Accounting	4
			31

The certificate program is designed for the student who has little or no high school shorthand. This program prepares the student for entry level employment in a job requiring some shorthand. A student enrolled in this certificate program may transfer to the A.S. Secretarial Science degree program at any time with no loss of credit.

The Secretarial Courses require purchase of supplies required in secretarial work.

CLERK-TYPIST

Course	No.		Credit Hours
ENG	105	Composition	3
SEC	101	Beginning Typing	
	or	or	
SEC	102	Intermediate Typing	3
SEC	115	Office Machines	3
CSC	158 JC	Data Processing Concepts	3
BUS	106	Math of Finance	3
SEC	102	Intermediate Typing	
	or	or	
SEC	215	Advanced Typing	3
SEC	216	Office Practice	3
SEC	105	Business Communication	3
ACC	101	Elementary Accounting	4
BUS	107	Introduction to Busines	3
			31

*The certificate program combines general business background courses with certain secretarial skill courses in a manner which prepares students for immediate employment in many kinds of business offices. A student in the certificate program may transfer to the A.S. Secretarial Science degree program with no loss of credit.

SECRETARIAL

Course	No.		Credit Hours
ENG	105	Composition	3
SEC	215	Advanced Typing	3
SEC	211	Shorthand III	3
SEC	115	Office Machines	3
CSC	158 JC	Data Processing Concepts	3
SEC	232	Shorthand IV	3
SEC	235 JC, 236 JC 237 JC	or Legal, Medical, or Executive Terminology, Transcription & Procedures	3
SEC	216	Office Practice	3
SEC	105	Business Communications	3
ACC	101	Elementary Accounting	4
			31

The certificate program is designed for the student who has completed two years of high school typing and shorthand. This program offers the same skill courses that are required for A.S. degree in Secretarial Science. A student enrolled in the certificate program may transfer to the A.S. Secretarial Science degree program with no loss of credit.

The Secretarial Courses require the purchase of supplies required in secretarial work.

COMPUTER SCIENCE

Course	No.		Credit Hours
CSC	158 JC or	Data Processing Concepts or	
CSC	156	Intro. to Computer Programming	3/4
CSC	157	Assembly Language Programming	4
ENG	105	Composition	3
ACC	101	Accounting	4
CSC	255 JC or	Advanced FORTRAN Programming or	
CSC	159 JC	Introduction to COBOL	3
CSC	257 JC	Data Systems and Management	3
ACC	102	Accounting	4
ENG	115	Technical Writing	3
BUS	106	Mathematics of Finance	3
			30

This Certificate Program in Computer Science provides the fundamentals and concepts in the field of Data Processing and Computer Programming as it applies to business problems. It is designed for the student who wishes an introduction to the field and, upon completion of the program, will pursue a career in Data Processing, either as a beginning Programmer or Operations Personnel.

DRAFTING AND DESIGN

Course	No.		Credit Hours
EGR	115	Introduction to Engineering	3
EGR	101	Engineering Graphics I	4
EGR	157 JC	Drafting and Design	4
EGR	158 JC	Technical Math	4
EGR	255 JC	Presentation Drafting	4
ENG	115	Technical Writing	3
EGR	156 JC	Topographical Drawing	4
EGR	259 JC	Construction Procedures	4
			30

The program is designed to prepare a student for professional opportunities in a variety of drafting positions in industry, business and government. The curriculum is based on established industrial standards which provide the background for career development, with an emphasis on technical knowledge and skill development.

Certain EGR Courses require personal equipment purchases.

ELECTRONICS ENGINEERING TECHNOLOGY

Course	No.		Credit Hours
EET	161 JC	Electronics Mathematics I	3
EET	162 JC	Electronics Mathematics II	3
EET	163 JC	Circuit Analysis I (D.C.)	4
EET	164 JC	Circuit Analysis II (A.C.)	4
ENG	115	Technical Writing	3
EET	265 JC	Semi-Conductor Fundamentals	4
EET	266 JC	Industrial Control Electronics	4
EET	267 JC	Electronic Devices	4
EGR	101	Engineering Graphics I	4
			33

The Certificate Program in Electronic Technology is designed to provide skilled personnel for positions in industrial electronic technology.

CRIMINAL JUSTICE

Course	No.		Credit Hours
CRJ	105	Intro. to Law Enforcement	3
CRJ	106	Police Organization and Administration	3
CRJ	107	Police Role in Crime and Delinquency	3
CRJ	205	Criminal Investigation	3
CRJ	206	Criminal Law	3
CRJ	207	Criminal Procedure & Evidence	3
ENG	105	Composition	3
POL	206	American State & Local Politics	3
PSY	105	General Psychology	3
SOC	107	Introduction to Sociology	3
ENG	115	Technical Writing	3
			33

SURVEYING

Course	No.		Credit Hours
EGR	105	Introduction to Engineering	3
EGR	101	Engineering Graphics I	4
EGR	158 JC	Technical Math	4
EGR	155 JC	Surveying	4
ENG	115	Technical Writing	3
EGR	257 JC	Advanced Surveying	4
EGR	156 JC	Topographical Drawing	4
EGR	259 JC	Construction Procedures	4
			30

This program is designed to prepare a technician for semi-professional, entry level employment. Emphasis in selected courses is placed on technical knowledge and skill development, using a wide range of instruments. Principles and elements in field work are integrated with practical industrial and business applications.

Certain EGR Courses require personal equipment purchases.

CERTIFICATE REQUIREMENTS

In order to receive any one of the above certificates, the student must accomplish the following additional requirements:

1. Apply for certificate at the time of advisement for the final session of expected attendance.
2. Register in the final session for any courses not previously completed which are necessary to satisfy certificate requirements.
3. Maintain an overall grade point avérage of 2.0 (C) in all courses undertaken.
4. Fulfill all financial obligations to the college and meet all deadlines for application for certificate.

ACADEMIC REGULATIONS

The college reserves the right to deny admission to any applicant, to change any of the rules, courses, regulations, or charges without notice, and to suspend any student whose behavior is not in keeping with the best interest of the college.

Academic Load

A student may not take more than 17 credit hours per regular session or 8 credit hours per summer session without the written permission of his academic advisor. Although no minimum load is required, a student must take 12 hours or more during a regular session and 6 hours or more during a summer session to be considered a full-time student. Academic advisors will work closely with each student in determining the academic load the student should carry in relation to his ability and background.

Student Classification

Students enrolled for credit in the current session will be considered *Credit* students.

Students who enroll for no credit in courses which are normally offered for credit will be considered *Audit* students.

Students enrolled in Continuing Education Courses will be considered *Non-Credit* students.

Academic Warning

Any student who has not achieved an overall grade point average of 2.0 by the end of 12 credit hours of work will be placed on academic warning. If the student fails to bring his overall average up to 2.0 at the end of 24 hours, he will be required to work directly with the counseling office which will rigidly structure the courses he may take. Among these courses will be one specially designed to help him correct study habits and academic adjustment (the Student Dynamics Seminar, SDS 090). The student on academic warning may continue at Edison Community College so long as he desires to do so and shows improvement in his GPA and so long as he attends SDS 090. The student may be immediately suspended for failure to comply with the provisions above.

Attendance

Students are expected to attend all the class periods of the courses for which they are registered. Absence from several meetings of a course may result in a lower grade. As a result of excessive absence, a student may be required to withdraw from a course or from college. The determination of what constitutes "excessive absence" in any course rests with the instructor of that course.

Withdrawal

In order to withdraw from a single course, or from the college, the student must complete a request to withdraw, or drop, a course. This request can be secured in the Student Personnel Office.

The student who withdraws from a course at any time will receive a "W" in lieu of a grade in that class.

A student who ceases to attend class, or classes, without completing a formal request to withdraw from college, or from a course, will have a grade of "W" recorded on his official record.

When a "W" is received it is recorded on the permanent record and is not calculated for grade-point averages.

No student may change from audit to credit status after the close of the registration period. Courses may be dropped at any time prior to the recording of the final grades.

These policies apply to part-time as well as full-time students, and are effective whether the student withdraws from one course, or from the college.

Summer sessions are shorter than regular sessions, and the withdrawal limitations of days are proportionately reduced.

Validity of Credits

Any full-time or part-time student has five calendar years from the date of his initial enrollment to receive his degree under the regulations of the catalog in effect when he initially enrolled. If his degree requirements are not completed during the five calendar years allotted, the student must graduate in accordance with the regulations of the catalog in effect when he is to receive his degree.

Readmission

Former students who have not been in attendance during the previous session or who have withdrawn from the college before the end of the previous session (excluding summer sessions) must submit a Returning Student Application and such other information as may be required by the Admissions Office. Any former student who withdraws with a cumulative or overall average of less than 2.0 may be readmitted on academic warning.

Grading System

The following grade symbols and grade point weights are used at Edison Community College:

A	4 points	Excellent
B	3 points	Good
C	2 points	Average
D	1 point	Poor

The following grade symbols are not used to determine grade point weights:

S	0 points	Satisfactory
I	0 points	Incomplete
W	0 points	Withdrew
X	0 points	No credit or Audit

Incomplete Grades

A student who receives an "I" must make up the deficiency within 2 calendar months or receive a grade of "W". The responsibility for making the necessary arrangements with an instructor for the removal of an "I" rests with the student concerned.

Grade Reports

After the results of the mid-season examinations are in, each student doing unsatisfactory work in any course is notified of that fact. He must then report to his instructor and faculty advisor for guidance with a view of improving his work. Final grade reports are mailed at the end of each session. The final grade is the only one that appears on the student's transcript.

Dean's List

At the end of each session the Dean of Academic Affairs will publish a list of all regular students carrying 15 or more credit hours (including HPE activity course hours if applicable) whose session grades averaged 3.5 (B+) or above and who did not receive any grade below C.

Student Conduct

Edison Community College expects its students to be mature and responsible citizens. Students are expected to maintain appropriate conduct, dress and personal appearance at all times, both on-campus and off-campus. The college reserves the right to suspend or expel, at any time, a student whose conduct is deemed improper or prejudicial to the interest of the college community.

All students are expected to be familiar with the rules and regulations of the college pertaining to academic affairs, social conduct, and student activities, which are published in the student handbook and this catalog.

STUDENT EXPENSES

REGISTRATION AND FEES

Fees are payable at the time of registration. No registration will be completed until matriculation, tuition, and other required fees have been paid in full. In the event of financial need, an application for loan funds may be made to the Financial Aid Officer prior to registration.

ALL STUDENTS — ALL SESSIONS
(Per Credit Hour)

	Matriculation Fee	*Tuition Fee*	*TOTAL*
In-State	$12.00	—0—	$12.00
Out-of-State	$12.00	$15.00	$27.00

In addition to the fees above, any student taking 12 hours or more during each of Sessions II and or Session III will be assessed the state-required Student Aid Fee of $4.50 per term.

Audit Students

Students registering for credit courses for information only and not for any form of credit will be charged a registration fee of $12.00 per credit hour in lieu of matriculation and tuition fees.

Financial Information

1. If a student or parent wishes to make payment by check, it should be made payable to Edison Community College.
2. Veterans in training under Public Law 550 receive an education and training allowance each month from the government. As the first checks are sometimes delayed, it is advisable that the veterans be prepared to meet all expenses.
3. The college reserves the right to withhold students from classes, final examinations, and graduation unless fees are paid in full. No grades, degrees, statements of honorable dismissal, or transcript of credits will be issued until satisfactory settlement of college fees and other financial obligations have been met. This includes loans to students.
4. Limited *LOAN FUNDS* are available with a minimum service charge. Application for such funds must be made through the Financial Aid Officer.
5. The cost of books and supplies varies with the program of the student.
6. The college also reserves the right to change its fees at any time without notice.

Refund Policy*

Students who officially withdraw not later than the date listed in the College Calendar are eligible for refunds of fees as follows:

Cancellation of course by college — 100% refund of matriculation and tuition fees.

Withdrawal from a course or from the college before first day of classes as listed in the College Calendar — 100% refund of matriculation and tuition fees.

Withdrawal from a course or from the college from the first day of classes through the last day to enter classes as listed in the College Calendar — 75% refund on the difference between the refundable matriculation and tuition fees and what the matriculation and tuition fees are under the new load.

*Above refund policy applies to full-time students — part-time students will be refunded in accordance with the above guidelines except the first day the class meets will be used as the basis of refund.

RESIDENCE REQUIREMENTS

Florida Requirements

Unless the student (if married or eighteen years of age, or if a minor, his parents or legal guardian) has had his place of permanent residence in the State of Florida for at least twelve months prior to the first day of classes, he will be classed as a non-resident student and will be required to pay out-of-state fees.

Enrollment or attendance in a college or university of the State of Florida does not, in itself, entitle a student to claim Florida residence under this requirement.

General Information

The student residence status is determined at the time of his first registration and may not be changed unless an affidavit is secured from the Admissions Office, stating change of status and returned properly notarized.

Service personnel returning from an extended tour of duty are classified according to their residence at the time they entered service.

Edison Community College can only waive fees in accordance with policy established by the college Board of Trustees. Application forms for fee waivers are to be obtained from and submitted to the Director of Financial aid.

STUDENT PERSONNEL SERVICES

GUIDANCE AND COUNSELING

Student personnel services are provided to assist the student to achieve the highest possible benefits from the academic and social programs of Edison Community College.

Professional counseling and other student services are centered in the Student Personnel Office and supervised by the Dean of Student Affairs.

Academic counseling is available at both the Charlotte and Collier Centers.

COUNSELING SERVICES

The staff of the Counseling Service consists of professional personnel who look upon personal counseling as a confidential relationship. For students who find their academic or vocational progress hindered by problems of a personal, social, or emotional nature individual and group assistance is available directly or by referral to responsible on-campus or off-campus sources. Upon request, counselors may use a variety of approaches including Gestalt, desensitization, reality therapy or other therapeutic methods deemed appropriate.

The counseling staff is available to assist the student in a variety of concerns including academic advisement, choice of major, vocational choice, work and professional preparation, transfer to four year institutions, general education requirements, catalog interpretation, financial aid, employment, extra-curricular activities, withdrawal, and test referral and interpretation. Students interested in exploring interpersonal interactions and relationships, empathy training or consciousness-raising may join groups oriented toward those purposes. These groups usually meet in two hour sessions once a week for one semester. They are offered during both major semesters.

All Counseling Center services are free.

EDUCATIONAL ADVISEMENT

The Edison Community College is convinced that close student-faculty association is consistent with learning and is of benefit to student intellectual growth and maturity.

Each student, upon acceptance to Edison Community College, is assigned a faculty member as a resource professor. The resource professor is familiar with the college program in the area of career interest of the student and will assist the student:

(1) in completing an educational plan to accomplish the objective desired by the student,

(2) in understanding the general education program of the college,

(3) in planning for long-range educational goals,

(4) in explaining the work of the several administrative and counseling offices of the college,

(5) in resolving difficulties encountered by the student in the educational program.

The student becomes acquainted with the resource professor through interviews scheduled after the college orientation program. The resource professor is available to assist the student during regularly scheduled office hours. After completion of 24 hours, the student may "self-advise" if he so chooses.

CAREER INFORMATION

The Life Planning and Career Development Center, located next to the student lounge, offers career counseling, occupational information, and job placement services. The hours are 9:00 a.m. until 7:00 p.m. Monday through Thursday and 9:00 a.m. until 5:00 p.m. on Friday. The facilities are open to anyone in the community. All students are encouraged to take advantage of the services offered in the center.

Materials containing occupational and vocational information are available. These include leaflets, brochures, tapes, slides, books, and catalogs from various colleges and universities throughout the United States. A counselor or Career Specialist is available each day to assist in locating desired materials.

Career night is held in the fall of each year. This is an opportunity for students to explore career areas in which they are interested with individuals currently employed in these fields.

CAREER PLANNING

Life Planning and Career Development Groups are offered through the Career Center. These groups meet for two hour sessions once a week. Topics include exploring self, clarification of values, new occupational areas to explore, setting goals, writing a resume and interviewing for a job.

For anyone desiring individual assistance in career planning, a counselor is available to help achieve self-direction in vocational decision-making and planning.

TESTING SERVICES

Testing is considered an essential part of the college program. All test results are treated as confidential information and are used in the best interest of the student.

All full-time students are required to attend testing and orientation before registration. Orientation assignments are made upon receipt of application in admissions. The results of this test, the Florida twelfth grade placement, and the student's high school grades are used to evaluate the student's potential ability and to help the student plan his program of studies.

The Counseling Center provides an extensive program of individual testing designed to meet the needs of the student. These tests are available to the student at no charge, upon his request or referral from the faculty advisor.

CLEP tests (see p. 12) are administered by the Counseling Center.

UNIVERSITY TRANSFER

Any student who plans to transfer to a senior institution after graduation from Edison Community College is encouraged to consult with his resource professor concerning an approved course of study. The student should also write to the registrar of the institution which he expects to attend for instructions concerning course work to be taken while attending Edison Community College. A file of catalogs from various colleges and universities is located in the Counseling Center for the use of students who expect to transfer to a senior institution. Students anticipating transfer should begin a preliminary application to the college of their choice in the fall season of the sophomore year.

PLACEMENT SERVICES

The career center provides a Job Bank service for job placement. A list of job offerings in the tri-county area is provided daily by the Florida State Employment Service. This information, which is on microfiche, is available to any community resident. In addition, listings for part-time and summer jobs can be obtained through the Student Activities office.

Students seeking part-time employment should file an application for work with the Director of Student Activities. An application should be made as soon as the student becomes interested in part-time work and the student should keep the Student Activities Office aware of his available hours.

Employment cannot be guaranteed to all who make application. The number of applications for work exceeds the number of available positions. Factors considered in determining the eligibility of students for work are grade average, skills, and needs.

Students are reminded that attending college is a full-time job. Those who are employed are urged to consider a reduction in their course load. Generally students should not work more than 15 hours per week while enrolled for a full load. The maximum number of hours that a student may work and carry 15 credit hours will be 25 hours per week.

Graduates and terminal students will be assisted in job placement upon request. References will be furnished to prospective employers of candidates as requested.

STUDENT HOUSING

The Edison Community College does not provide or maintain housing facilities for students. The Student Activities Office maintains a listing of rooms and apartments located near the campus and will assist the student in finding rooming accommodations whenever possible. Any student attending the college and living away from his parents or guardian must assume responsibility for housing accommodations. The college does not assume responsibility for inspection or contract arrangements for the student.

HEALTH SERVICES

The college provides a clinic, which is supervised by a registered nurse, for consultation and first aid. (Hospital facilities are not provided by the college.)

In case of illness or accident, the student should contact the college nurse or Student Personnel Office as soon as possible.

Students having chronic health problems or conditions such as diabetes, heart conditions, epilepsy and others are requested to register with the College Nurse during the first week on campus.

CHILD CARE CENTER

Under supervision of the college nurse, the ECC Child Care Center enables parents of pre-school-age youngsters to attend college classes while their children receive competent care in pleasant surroundings. Charges for the Center's services are on a sliding scale, varying with the number of youngsters entered by the parent. Information is available from the nurse at the clinic.

VETERANS' INFORMATION

Veterans and veterans' dependents eligible for educational benefits should receive approval from the Veterans Administration Regional Office in advance of registration for classes. For VA application forms, certification of attendance, and assistance in handling claims, students should report to the Financial Aid Office.

SPECIAL SERVICES

This is a federally funded project designed to assist students who are economically, academically, culturally (minorities) or physically disadvantaged. The program offers special counseling, tutorial assistance and financial aid assistance.

FINANCIAL AID

Students are encouraged to come to the Financial Aid Office for assistance in planning the financing of their college education. A variety of funds are available to help those who, without such help, would be unable to attend college. Aid, to the extent of available funds, is awarded to students enrolled for 6 or more credit hours in Sessions II and III and 3 or more credit hours in Sessions I and IV on the basis of financial need, scholastic achievement, and character. Applications for assistance received after July first will be considered only if funds are available. In order to remain eligible for scholarships, work-study waivers, loans and Educational Opportunity Grants, a student must successfully meet the requirements of the particular type of aid he is receiving.

Work-Study Programs

Students enrolled for 6 or more hours in Sessions II and III and 3 or more hours in Sessions I and IV who meet federal requirements as to financial need, and who are capable of maintaining adequate grade averages may be employed in part-time jobs to help meet expenses. These jobs are available both on and off campus as teacher's aides, clerical workers, library and audio-visual assistants, laboratory aides, and similar helpers. The college is an equal opportunity employer.

Loans

Edison Community College Loan Fund: The college makes available a short-term loan fund to enable students to pay their fees and buy their books, up to a maximum of $150, to be repaid by the end of the session incurred for use by other students. Recent contributors to this fund include the *Pennsylvania Keystone Club*.

Wilburn Leonhardt Memorial Fund: Students may avail themselves of this fund for short-term loans up to $150 for fees and books. The loan is repayable by the end of the session for which the loan was made.

Anna E. Failing Memorial Fund: Lee County residents may avail themselves of this fund for short-term loans up to $150 for fees and books. The loan is repayable by the end of the session for which the loan was made.

Ned and Claiborne Foulds Student Loan Fund: Students may avail themselves of this fund for short-term loans up to $150 for fees and books. The loan is repayable by the end of the session for which the loan was made.

Dr. Ruth Cook Loan Fund: Students may avail themselves of this fund for short-term loans up to $150 for fees and books. The loan is repayable by the end of the session for which the loan was made.

Rossie Evans Alderman Memorial Scholarship Loans for Nurses: These loans, based on need, will be cancelled if borrower practices nursing in any Lee County hospital for two years following graduation.

Robert Redden Memorial Loan Fund: A fund in memory of Robert Redden, ECC instructor who died early in 1975, makes available short-term loans to enable students to pay their fees and purchase books.

Federally Insured Student Loans: These long-term loans are made through the state, area banks, and other financial institutions, with certification of costs and attendance made through the ECC Financial Aid Office.

Grants

Basic Educational Opportunity Grants: These grants are provided by the Federal government to students with exceptional financial need.

Law Enforcement Education Grants: Federal grants covering fees and books are available to in-service law enforcement officers enrolled in credit courses useful to their careers. Applicants must agree to stay with their present employer for two years following completion of course.

SCHOLARSHIPS

Scholarships are awarded to students who are at least half-time and have demonstrated scholastic ability and financial need. Donors usually specify additional stipulations regarding eligibility. For information and application forms, consult ECC Financial Aid Office. The following scholarships are currently available for Edison Students:

Rossie Evans Alderman Memorial Trust
Scholarships for Nursing students.

Greg E. Allen Memorial Scholarship
Students majoring in the humanities, based on financial need and ability.

American Association of University Women, Fort Myers Branch
A scholarship for a female resident of Lee County with financial need and a minimum GPA of 3.0.

American Business Women, Areca Palm Chapter
Tuition Scholarship.

American Business Women's Association, Bridge of Light Chapter
Tuition Scholarship.

American Business Women's Association of Cape Coral
Cape Coral Resident.

American Business Women's Association Charter Chapter
An emergency scholarship for Lee County women students.

American Business Women's Association City of Palms Chapter
Scholarships for Lee County women students.

American Business Women's Association, Caloosahatchee Charter Chapter
Annual Scholarship.

American Business Women's Association, Edisonia Chapter
Annual Scholarship.

American Business Women's Association, Peace River Chapter
Annual Scholarship.

American Legion Auxiliary Unit #38
Tuition Scholarship.

American Legion Auxiliary Unit 90 of Cape Coral
Nursing Scholarship, preferably to a veteran's child.

American Legion — Post #110
Tuition Scholarship.

American Legion Robert Dabney Post #192
Book Scholarship.

Art Council of Southwest Florida
Art Scholarship.

Art League of Ft. Myers
Scholarship for art student.

Barnett National Bank
Tuition Scholarship.

Beta Sigma Phi — Lambda Rho
Tuition Scholarship.

Bill Branch Chevrolet, Inc.
$6,000 annually to Lee County high school graduates. $300 scholarships are awarded to students at Edison Community College and $1,200 scholarships to students in the Florida state-endowed universities.

Burnette Way Scholarship
Handicapped student.

Church Women United in Lee County
Scholarships to members of any Lee County church who are planning a career in any type of Christian service.

Collier County Farm Bureau
Annual scholarship.

Conant-Bulger
Scholarship to a black student.

ECC Board of Trustees Fee Waivers
ECC Trustees award a number of fee waivers each year to outstanding students and to those who have financial need. Performance waivers are given for students talented in fine arts areas, and awards are also made to the SGA president, newspaper and yearbook editor.

Edison Realty Scholarship
Student entering real estate.

Epsilon Sigma Alpha, Gamma Rho Chapter
Scholarship to Lee County student.

First National Bank of Fort Myers
Tuition Scholarships.

First National Bank in Punta Gorda
Scholarships to Charlotte County students.

Five County Builders & Contractors Association
Students pursuing course related to the building and contracting trade.

Fort Myers Beach Art Association
Art student.

Fort Myers Beach Lions Auxiliary
Scholarship to a Fort Myers Beach resident.

Fort Myers Board of Realtors
Scholarships to student entering real estate.

Fort Myers Community Hospital Auxiliary
Nursing Scholarship.

Fort Myers Lions Auxiliary
Handicapped student.

40 and 8, Voiture Locale #790
Several scholarships for nursing students, based on need.

Gee and Jenson Engineer Scholarship
$750 to a graduating male sophomore who will enroll in the school of engineering at the university of his choice.

John H. and Virginia Holmes
For a Seminole Indian.

Lillian C. Joughin Memorial Scholarship
Established by Dr. and Mrs. William B. Dehon for students with extreme financial need.

Mrs. George E. Judd
Annual Scholarship.

Craig King Scholarship for the Handicapped
Presented by Kiwanis Club of Fort Myers-Edison.

Kiwanis Club of Ft. Myers Beach
Annual Scholarship.

Kiwanis Club of Port Charlotte
Several scholarships for Charlotte County students.

Lee County Bank
$500 scholarship for Leonhardt loan fund.

Lee County Restaurant Association
Scholarship.

Lee County School Food Service Association
Scholarship, with preference given to children of school food service personnel.

Lee Memorial Hospital Auxiliary
Nursing Scholarships.

Lehigh Acres Development Corporation (President's Scholarship)
$750 scholarship to a graduating sophomore for the junior year in a State university. The award is made upon faculty nomination of students of outstanding ability. Those receiving the most votes are considered by the Student Affairs Committee. The final selection is made by the Lehigh Acres Development Corporation.

Lions Club of Cape Coral
Scholarship for Cape Coral student.

Lykes Brothers, Inc.
Scholarship for student chosen by them.

Harry McElroy Memorial Scholarship
Scholarship funds.

Thomas A. Madden Education Fund
Tuition grant to a Sanibel or Captiva student. Given by St. Michael's and All Angels Episcopal Church.

Medical Center Auxiliary, Punta Gorda
To Charlotte County student in a medically related field.

Naples Community Hospital, Inc. — Naples Exchange Club
Two $500 two-year scholarships to Naples nursing majors.

Naples-Fort Myers Kennel Club Athletic Scholarship Fund
Each year the proceeds of one specified day's gate receipts at the Bonita Springs dog track are donated by the Naples-Fort Myers Kennel Club, Inc., to Edison Community College to aid in the development of the inter-collegiate athletic program.

Naples Italian American Club, Inc.
Annual Scholarship.

News-Press Publishing Company
Annual Scholarship.

Optimist Club of Fort Myers
Scholarships for students.

Organized Fishermen of Florida
Tuition scholarship given to Lee County resident.

Phi Theta Kappa Scholarships to Florida Atlantic University
$1,200 scholarship to graduating sophomore.

Pilot Club — Charlotte County
Annual Scholarship.

Pilot Club of Naples
To a Naples student with financial need.

Pilot Club of Port Charlotte
For Charlotte County student.

President's Scholarship to Florida State University
Scholarship to graduating sophomores.

Rotary Club of Cape Coral
Arnold Slome Memorial Scholarship.

Rotary Club of Fort Myers Beach
Nursing Scholarship.

Rotary Club Fort Myers South
Annual Scholarship.

Rotary Club of Punta Gorda
For Charlotte County students.

Scottish Rite Foundation
For a full-time student.

Security National Bank
Scholarship for student in Banking and Finance.

Norma Sherris Scholarship
Scholarship for Lee Memorial Hospital Candy Striper.

Elizabeth C. Stallsworth
Scholarship to student going into education.

Thompkins Tile Company
One scholarship for two years.

University of Florida
$800 scholarship for two years for graduating sophomores continuing in forestry resources.

Voiture 1526 — 40 & 8 Charlotte County
Nursing scholarship.

Wightman Scholarship
To student with need majoring in oceanography or marine biology.

Lois Wise Memorial Scholarship
Tuition scholarship for full-time student going into education.

Skipper Wright Memorial Scholarship
To the president of the freshman class.

AMERICAN BICENTENNIAL ENDOWMENT SCHOLARSHIPS

The Edison Community College Endowment Corporation established a special scholarship endowment fund in honor of the American Bicentennial which provides tuition and book scholarships for ECC students each year.

These are presented to deserving students on the basis of merit and although repayment is not mandatory, recipients are advised that as they complete their education and become financially able to do so, their gifts to the fund will enable the fund to grow so that more students may benefit in future years. The principal amounts are invested by the Endowment Corporation and only the interest is awarded each year so the fund will continue to assist students in perpetuity.

A $5000 endowment funds the *Rose Kosches' Scholarship in Creative Writing*, and was presented by the long-time ECC faculty member to provide tuition for a sophomore student who shows promise in the field of creative writing.

Endowments in the amount of $1000 each have been presented by Southwest Florida individuals, groups and businesses. Each gift will provide a book scholarship each year to a deserving ECC student. Endowments providing perpetual scholarships for college textbooks include:

Mary Logan Brown Memorial Book Scholarship — Presented in her memory by her husband, Robert Cody Brown.

William G. Damroth Book Scholarship — Presented annually to a deserving student by The Damroth Foundation.

Edison Garden Club Book Scholarship — Presented annually to a student pursuing a career in environment-related work.

Edison Pageant of Light Kazen Ques Book Scholarship — Presented by former kings and queens of the Court of Edisonia.

Harry Fagan Memorial Book Scholarship — Presented in his memory by Dr. David G. Robinson.

First Federal Savings and Loan Association of Fort Myers Book Scholarship — Presented annually to a deserving student.

Paul G. and Harriet C. Franklin Scholarship — Presented annually to a deserving student.

Sidney R. Davis Book Scholarship — Presented by his wife, Bernese B. Davis, in honor of his continuing interest in education.

William R. Frizzell Book Scholarship — Presented in his honor by his mother, Mrs. Sarah Frizzell Roberts.

R. A. Henderson Memorial Book Scholarship — Presented in his memory by Mrs. R. A. Henderson and Robert Page Henderson.

Lloyd G. and Jody T. Hendry Book Scholarship — Presented annually to a deserving student.

George W. Jenkins Book Scholarship — Presented annually to a deserving student by the George W. Jenkins Foundation.

Junior Welfare League of Fort Myers Book Scholarship — Presented annually to a deserving student.

Hedwig Michel Book Scholarship — Presented annually in memory of her "two outstanding teachers" — her parents.

Walter D. Moody Book Scholarship — Presented annually to a deserving student.

Periwinkle Garden Club Book Scholarship — Presented annually to a deserving student pursuing studies in an environment-related field.

John E. Price Book Scholarship — Presented annually to a deserving student.

Red Cattle Company Book Scholarship — Presented annually to a deserving student by members of the Roberts family.

Chaplain Eli D. Richard Memorial Book Scholarship — Presented by friends of the former vice-chairman of the ECC District Board of Trustees.

George Sanders Book Scholarship — Presented annually to a deserving student.

Dorothy R. Scott Memorial Scholarship — A book scholarship for a student in a health-related field; presented by members of the Woman's Auxiliary to the Lee County Medical Society.

L. H. Bob Whan Book Scholarship — Presented annually to a deserving student.

Madge B. Zipperer Nursing Scholarship — A book scholarship to be awarded each year to a deserving student in the nursing program; presented by Mr. and Mrs. John O. Zipperer, Jr.

Recipients will be chosen by the Edison Community College Endowment Corporation selection committee from students recommended by the Office of Student Financial Aid.

STUDENT ACTIVITIES

Activities are an important part of life at Edison Community college.

A varied program of scholastic, professional, service, interest, and religious organizations has been developed in response to interest and leadership of the student body. All campus organizations must operate with the approval of the college administration and faculty.

Academic requirements for office holders in SGA, clubs and activities under the supervision of Student Government Association are governed by constitutional regulations of the SGA.

The students must be full-time and maintain full-time status during the year. The office holder must complete a minimum of twelve (12) credit hours of course work each session and maintain an appropriate grade point average as required by the SGA constitution and/or club constitution.

CLASS ORGANIZATIONS

The freshman class and the sophomore class of Edison Community College are two organizations on campus to which every student can belong. Class elections are held during the first four weeks of school and the members of the respective classes elect officers for each class.

Freshman Class

The freshman class is composed of all students who have completed less than 24 credit hours of college work. The freshman class is honored during the first week of school at the student government sponsored reception.

The enthusiasm and leadership exhibited by the freshmen make the class a powerful force on the campus. Each year the class sponsors several social events and fund-raising projects.

Sophomore Class

The sophomore class is composed of all students who have completed a minimum of 24 credit hours of college work with a 2.0 (C) average.

Sophomore class unity flourishes during orientation week and at the annual student government field day which climaxes the event. The spring formal, which is usually the outstanding social event of the spring season, honors the sophomores.

Committee of 20

The Committee of 20 is a group of twenty students who are selected each year from the upcoming sophomore class to assist with freshman orientation, registration, and to serve as official college hosts and hostesses throughout the year. Selection is made on the basis of leadership, scholastic achievement, and service to the college.

ATHLETICS

ECC is a member of the National Junior College Athletic Association and currently fields competitive teams in basketball, baseball, golf and tennis. The school is also a member of Division 4, Florida Junior College Conference. ECC's teams are called the Buccaneers, and the school colors are blue and white. Both intercollegiate and intramural sports are included in Edison Community College's program.

STUDENT ORGANIZATIONS

The following organizations have been established for the purpose of carrying out projects on campus and in the community:

- Circle K
- College Choir
- Players of Edison
- Omega Tau Delta (fraternity)
- Young Democrats
- Bahai's Council
- Christian Science Organization
- Phi Beta Lambda (business)
- Black Student Union
- Child Care Center Advisory and Service Assoc.
- Veterans' Club
- Inter-Club Council
- Cheerleaders
- SNAF (Nurses)
- Young Republicans
- Spectrum (Paper)
- Edison Christians For Christ
- D.E.C.A. (Distributive Education Club of America)
- Omega Sigma Psi (sorority)
- Yearbook
- Wrestling Club

Honor Societies

Beta Omega Chapter of Alpha Mu Gamma, a national honorary foreign language society, and Phi Theta Kappa, a national junior college honor society, are active on campus.

Student Government

The Student Government Association, made up of elected representatives, governs the Edison Community College student body. Its function is to supervise all student organizations, coordinate activities and events, direct the expenditure of the student activity fund, confer with the Dean of Students on matters of student interest and concern, and to promote the general welfare of the student body. The meetings of the student government are open to all students.

DIVISIONS OF THE COLLEGE

DIVISION OF APPLIED SCIENCES

Edison's Occupational Education Programs are designed to help students prepare for careers in today's society.

Associate in Science Degrees, Certificate Programs and courses have been designed and developed with the assistance of Advisory Committees made up of business, industrial and professional representatives from the college district.

These programs include Technical Courses to develop skills and improve knowledge, related Support Courses to provide specific knowledge related to the field and General Liberal Arts Courses. This provides a foundation for efficient, effective and satisfying participation in today's society.

ASSOCIATE IN SCIENCE DEGREES
- Banking and Finance
- Computer Science
- Electronics Engineering Technology
- Fire Administration
- Nursing
- Secretarial Science
- Technical Studies

CERTIFICATE PROGRAMS
- Business Administration
- Clerk-Steno
- Clerk-Typist
- Computer Science
- Drafting and Design
- Electronics Engineering Technology
- Secretarial
- Surveying

Associate in Arts . . . Students working for the A.A. Degree who plan to transfer to a Baccalaureate Program may wish to choose courses related to their field of intent.

- Accounting
- Computer Science
- Drafting
- Introduction to Engineering
- Introduction to Business
- Secretarial Management
- Intro. to Health-Related Fields

The student with his advisor should determine the appropriate courses and total credit hours that the university system will accept in these fields.

DIVISION OF BASIC SCIENCES

This Division consists of the areas of Geology, Astronomy, Chemistry, Biology, Physics, Mathematics, and Zoology. Courses and programs leading to the Associate in Arts degree are offered to students who are Science and/or Math majors, and the Division also meets the general education course and program needs of students whose majors are in the areas covered by the other Divisions of the college. In addition the Basic Sciences Division offers specialized Science and Mathematics courses to students who are pursuing Associate in Science Degrees within the framework of the Division of Applied Science. Many students will want to avail themselves of the courses in this Division as additional electives.

In addition to the missions outlined above, the Mathematics area is heavily committed to programs for the educationally disadvantaged; and the Division operates a Mathematics Clinic at all hours that the college is open during the week. The Clinic is staffed with paraprofessional assistants. The Clinic utilizes programmed instruction techniques and materials and the very latest audio-visual equipment and materials. A heavy emphasis is placed on individual learning.

The Physical and Natural Science areas have small laboratories emphasizing individual attention and assistance. The courses in this division are fully preparatory for scientific careers. For the non-science-oriented student, a variety of courses are available according to his interests.

DIVISION OF CONTINUING EDUCATION

"The school as a social center must provide at least a part of that continuing education which is necessary to keep the individual properly adjusted to a rapidly changing environment . . . it must provide means for bringing people and their ideas and their beliefs together in such ways as will lessen friction and instability, and introduce deeper sympathy and wider understanding." This viewpoint by John Dewey is even more significant today than when it was first made at the turn of the century.

It is our belief that our way of life is a valuable heritage and that it will be best preserved and improved, in our changing times, only through the continuing education of our citizens. Every citizen should be afforded an opportunity for the development of his potentialities through education. To this end we direct our best efforts toward providing programs for the intellectual growth and to meet the needs of individuals of the community we serve.

Evening credit classes are normally scheduled to begin on the same calendar date as day classes. Any credit course may be audited for non-credit upon payment of the regular fee and approval of the instructor. It is possible to complete graduation requirements by attending only night classes. The college credit evening classes are published each session; and, in general, the regulations governing day classes apply to evening classes.

Other evening classes designed for enjoyment, entertainment, and general information are also offered on a non-credit basis. These courses afford a unique opportunity for individuals and groups of adults to improve themselves. These courses are vital parts of continuing education program, and the fees involved are nominal.

Within a framework of almost complete flexibility, this program at Edison Community College provides many new opportunities.

- A class may be initiated for anyone by anyone.
- A course may be started at any time of the year.
- A course may be held anytime, day or night.
- A course may be scheduled for any length of time.
- A class period may be for any number of hours.
- A course may be held anywhere that facilities are adequate and available.
- Classes are conducted in a relaxed, informal atmosphere without tests and grading.
- The program offers many opportunities to participate not only as a student but as an instructor, speaker, lecturer, panelist, and/or consultant.

There are three limitations concerning non-credit courses:

1. A qualified instructor must be available.
2. Sufficient enrollment is necessary.
3. Availability of special equipment is required.

Interested persons are encouraged to contact and register any and all requests at the Continuing Education office, phone 481-4434.

DIVISION OF HUMANITIES

This Division houses the areas of English, Reading, Foreign Languages, Art, Music, Philosophy, Drama, Speech, Journalism, Radio and Television and General Humanities. University parallel curricula are offered leading to the Associate in Arts Degree with a major in the above areas and the Division also assists in meeting the general education needs of students throughout the college.

The Division operates learning labs in the areas of English and Reading. These labs are open to any student enrolled at Edison and are staffed by paraprofessional personnel. Students in need of assistance are referred to the labs from Student Personnel Services and all areas of the college, but especially from the English and Reading courses. Special seminars and a high degree of individual attention from the instructors are provided to meet the various needs of the students.

The Division has a well-equipped foreign languages laboratory for the study of Spanish, French, and German. The Division also has an art studio, special music classrooms, teaching studios and practice rooms, speech facilities and programs for drama.

DIVISION OF SOCIAL SCIENCES

This Division houses the areas of Anthropology, Criminal Justice, Education, History, Political Science, Psychology, Sociology, Health and Physical Education. The primary mission of the Division is to serve the general education and area major needs of students in university parallel curricula.

A one-year certificate program and a two-year Associate in Arts program are available in the area of Criminal Justice. These two programs have been specifically designed for the student who desires Baccalaureate level education in the field of Criminal Justice. They have also been designed to serve the in-service training needs of policemen and law enforcement officers who desire additional formal education.

A modern multi-purpose Health and Physical Education Building enables this Division to offer a variety of courses in Physical Education. These courses include Physical Fitness, Gymnastics, Tumbling, and Wrestling.

LEARNING RESOURCES CENTER

The Learning Resources Center is the educational and cultural center of the campus and is coordinated with all the educational systems and programs of the college. Located on the second and third floors of a three-story building which is the focal point of the campus, the Center consists of a library, an audio-visual center, and a museum. At present there are housed here more than 45,000 books plus ample collections of periodicals, microfilms, microfiche, newspapers, documents, pamphlets, and ephemeral materials. There are fine collections of non-book resources, such as films, filmstrips, film loops, transparencies, slides, records, video tapes, audio tapes, and all the hardware necessary for using them.

A large television studio is used in conjunction with an elaborate system of educational television which at the present time has four-channel capability and fifty-five stations at various points on the campus where programs can be originated as well as be received. Cooperation with Southern Cablevision enables the Center to telecast college programs into the surrounding community.

Individual study carrels, tables for student groups, areas for large-group viewing, and lounge areas are provided. The museum has a variety of educationally valuable collections of shells, fossils, artifacts, and other museum pieces, some of the artifacts being over 3000 years old.

Learning Resources borrowers' cards are issued upon request to all Edison Community College students and to all citizens of legal age residing in Charlotte, Collier, and Lee Counties. All others may use Learning Resources Center facilities, but do not have borrowing privileges.

The Learning Resources Center is open from 7:00 A.M. to 10:00 P.M. on Monday through Thursday, from 7:00 A.M. to 5:00 P.M. on Friday, and from 1:00 P.M. to 5:00 P.M. on Sunday.

COURSE DESCRIPTIONS

The first session of a two-session course is normally a prerequisite for the second session. If the student is in doubt, he should consult either the instructor or his advisor.

Courses numbered 100 to 199 should normally be taken during the freshman year, and courses numbered 200 to 299 should normally be taken in the sophomore year. Courses numbered 000 through 099 are guided studies courses, and credits obtained in these courses do not count toward the A.A. degree offered by the college.

The college reserves the right to withdraw or discontinue any courses for which there is insufficient enrollment.

The courses are listed alphabetically by subject area prefix and numerically within each subject.

The letters "JC" following any course number indicate that the course has been primarily designed for Associate in Science degree programs. Some of the courses also serve the purpose of transfer.

The symbols in parenthesis following each course indicate the sessions when the course will normally be offered. The symbol "**" indicates that the course is offered only upon sufficient demand by arrangement with the division.

ACC 101-102 ACCOUNTING (101-II, III, IV; 102-I, II, III, IV) 4 Credits
4 class hours
Introduction to principles of basic accounting under the double entry system, including trial balances, work sheets, and preparation of financial statements for proprietorship, partnerships, corporations and including corporate capital stocks, surplus, reserves, dividends, and bonds. Practical problems and exercises will be solved by the student through the utilization of a computer.

ACC 211-212 INTERMEDIATE ACCOUNTING (**) 3 Credits
3 class hours
Prerequisite: ACC 101 and 102
Intermediate Accounting provides depth and breadth of theory coverage. Recommendations and pronouncements of the American Institute of Certified Public Accountants, the American Accounting Association, and the Securities and Exchange Commission are used to strengthen and emphasize theory discussion.

ANY 105 INTRODUCTION TO CULTURAL ANTHROPOLOGY (II, III, IV) 3 Credits
3 class hours
The study of culture as man's ecological niche. Topics include cultural processes, theories of culture, cultural relativity, man's relationship to the native environment (human ecology), social organization (kinship), and universal features of culture.

ANY 106 INTRODUCTION TO PHYSICAL ANTHROPOLOGY (II, III, IV) 3 Credits
3 class hours
The study of the evolution of man as a member of the Primate Order, principles of evolution, primate behavior, and the social factors underlying the state of our knowledge of evolution.

ANY 205 INTRODUCTION TO PRIMATOLOGY (**) 3 Credits
3 class hours
An overview of the living Prosimians, new world monkeys, old world monkeys, and apes. Emphasis is placed on behavior, range, habitat and taxonomy.

ANY 215 ANTHROPOLOGY FIELD SCHOOL (**) 6 Credits
Prerequisite: ANY 105, ANY 106 or ANY 205 and permission of the instructor
Various special topics in cultural and physical anthropology. Limited to field or laboratory projects. May be taken for elective credit only.

ART 101-102 DESIGN (101-II; 102-III) 3 Credits
2 class hours. 3 studio hours
Design problems of line, form, color, space, texture solved with a variety of media. Design I — two (2) dimensional; Design II — three (3) dimensional.

ART 103-104 DRAWING (103-II; 104-III**) 3 Credits
2 class hours. 3 studio hours
Drawing of still life, landscape and figures with pencil, pen and ink, and charcoal to develop skill in methods of linear and tonal composition.

ART 105 ART HISTORY AND APPRECIATION (II, III, **IV, **I) 3 Credits
3 class hours
History of painting, sculpture, architecture, and the aesthetic and functions of design.

ART 205 JEWELRY DESIGN (**) 3 Credits
2 class hours. 3 studio hours.
A beginning course in designing and constructing jewelry forms in metal and other appropriate materials through the techniques of soldering, casting and other means of fabrication. Students are required to purchase their own tools and materials.

ART 211-212 PAINTING (211-II; 212-III) 3 Credits
2 class hours. 3 studio hours
Prerequisite: ART 101
Introduction to the materials and techniques of paintings in solving problems of color, line, space, rhythm, structure. Acrylics. Painting II — continuation of Painting I with emphasis on individual experimentation. Acrylics or oil.

ART 213-214 INTERIOR DESIGN (**) 3 Credits
2 class hours. 3 studio hours
Prerequisite: ART 101-102 or 103-104 or permission of instructor
Study of historical and contemporary styles. Drafting perspective and color applied to design of contemporary interiors.

ART 215 COMMERCIAL ART (**) 3 Credits
2 class hours. 3 studio hours
Prerequisite: ART 101-102 or 103-104 or permission of instructor
Lettering, color theory and layout of posters, brochures, magazine and newspaper advertising. Tours of local printing establishments arranged.

ART 255 JC ART FOR ELEMENTARY TEACHERS (**) 3 Credits
3 class hours
Elementary teachers' seminar in techniques for artistic experience in grades 1 through 6. Requisition procedures, motivation methods, evaluation processes for each grade level. Suitable for recency of credit and/or extension of certificate only. Credits do not apply toward graduation.

AST 105 INTRODUCTION TO ASTRONOMY I (II) 3 Credits
3 class hours
Light and its behavior, early planetary systems, Copernicus' planetary system, Tycho Brahe, Kepler, Newtonian mechanics, and Kinematic description.

AST 106 INTRODUCTION TO ASTRONOMY II (III) 3 Credits
Apparatus and techniques; telescopes, photography, spectroscopy, radar, radio, astronomy, and the uses of satellites in astronomy.

AST 201-202 ASTRONOMY (II, III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: AST 105-106, or MTH 106 (or higher), or permission of instructor
A two semester sequence suitable for AA general education completion in science. Understanding and hands-on use of the astronomer's tools, to interpret the messages we receive from the stars and our solar system.

BAN 155 JC PRINCIPLES OF BANK OPERATIONS (**) 3 Credits
3 class hours
This course presents the fundamentals of bank functions in a descriptive fashion so that the beginning banker may view his chosen profession in a broad (and operational) perspective. The descriptive orientation is intentional. Banking is increasingly dependent upon personnel who have the broad perspective so necessary for career advancement.

BAN 156 JC MONEY AND BANKING (III) 3 Credits
3 class hours
Prerequisite: ECO 205
Stresses the practical aspects of money and banking and emphasizes the basic monetary theory needed by the banking students to apply his knowledge to his particular job. Historical treatment has been kept to a minimum. Emphasis is also placed on such problems as economic stabilization, types of spending, the role of gold, limitations of central bank control, government fiscal policy, balance of payments and foreign exchange, showing their repercussions on the banking industry in affecting yield curves and the structuring of portfolios.

BAN 255 JC BANK MANAGEMENT (**) 3 Credits
3 class hours
Presents new trends which have emerged in the philosophy and practice of management. The study and application of the principles outlined provide new and experienced bankers with a working knowledge of bank management.

BAN 256 JC ANALYZING FINANCIAL STATEMENTS (**) 3 Credits
3 class hours
Prerequisite: ACC 101
Organized into two main sections: Characteristics of financial statements and financial statement analysis. The first section serves as a useful review of basic accounting principles for those students who have studied accounting. For those who have not, this section provides the minimum accounting background necessary for profitable study of financial statement analysis.

BAN 257 JC FINANCING BUSINESS ENTERPRISE (**) 3 Credits
3 class hours
Stress is placed on the difference between lending and investing, and on the fact that investing in a corporation and financing a corporation are different aspects of the same subject. The material is presented from the viewpoint of the corporate treasurer who must safeguard the financial future of his corporation

BAN 258 JC CREDIT ADMINISTRATION (**) 3 Credits
3 class hours
This course, directed toward the executive level, concerns itself partly with a statement and a discussion of factors influencing and determining loan policy. Methods of credit investigation and analysis, credit techniques, specific credit problems, and regular as well as unusual types of loans are discussed.

BAN 259 JC BANKING INVESTMENTS (**) 3 Credits
3 class hours
Because the bank's needs for primary reserves and loanable funds limit the funds available for investment, this course describes the nature of such funds and how their uses are determined. It also analyzes the primary and secondary reserve needs of commercial banks, the sources of reserves, and their random and cyclical fluctuations, and shows the influence of these factors on investment policy. This analysis is followed by a study of yield changes as they affect a bank's long-term holding.

BAN 269 JC INSTALLMENT CREDIT (**) 3 Credits
3 class hours
The techniques of installment lending are presented concisely. Emphasis is placed on establishing the credit, obtaining and checking information, servicing the loan, and collecting the amounts due. Each phase of a bank's installment credit operation is carefully scrutinized. Other topics discussed are inventory financing, special loan programs, business development and advertising, and the public relations aspect of installment lending.

BAN 275 JC SUPERVISION AND PERSONNEL ADMINISTRATION (**) 3 Credits
3 class hours
Designed to aid first-line supervisors in making a smooth transition from expert in a particular task to the role of supervisor who must produce results through the efforts of other people. In this role, the first-line supervisor must reflect management attitudes and carry out management policies while at the same time inspiring the group to achieve friendly cooperation and maximum production. It should be recognized that the same principles are involved at every level of supervision within the organization.

BAN 276 JC BANK PUBLIC RELATION AND MARKETING (**) 3 Credits
3 class hours
Discusses the basis of public relations, both internal and external, and seeks simply to explain the why, the what, and some of the how of public relations and marketing. It is intended as an overview for all bankers in terms of what everyone should know about the essentials of bank public relations and marketing.

BAN 285 JC TRUST FUNCTIONS AND SERVICES (**) 3 Credits
3 class hours
Presents a complete picture of the services rendered by institutions engaged in trust business. Providing an introduction to the services and duties involved in trust operations, the course is intended for all bankers, not only those who are engaged in trust business. It endeavors to keep clear the distinction between business and legal aspects of trust functions.

BIO 105 AT-106 AT BIOLOGICAL SCIENCE (II, III) 4 Credits
Class & Lab Hours Open
Prerequisite: Permission of Instructor
The content of this course is very similar to that covered by a traditional lecture-laboratory. Basic concepts as covered in BIO 105 & 106 but using the audio-tutorial method of instruction. An individualized approach requiring responsibility and self-discipline, but allowing students to be self-paced. Lecture and laboratory covered by use of cassette tapes, experiments and demonstration materials. BIO 105 AT & BIO 106 AT may be taken in either order.

BIO 105 BIOLOGICAL SCIENCE (II, III) 4 Credits
3 class hours. 3 laboratory hours
The Physical, Chemical and biological principles involved in cellular activity. Emphasis on photosynthesis, cellular respiration, nutrition, gas exchange, internal transport and regulation, chemical and/or nervous control in Monera, Protista, Plants and Animals.

BIO 106 BIOLOGICAL SCIENCE (III, I) 4 Credits
3 class hours. 3 laboratory hours
The physical, chemical and biological principles involved in mitosis, meiosis, heredity, organismal development, evolution and ecology. Emphasis on the taxonomy and diversity of anatomical and physiological aspects of viruses, Monera, Protista, Plants and Animals.

BIO 107 HUMAN REPRODUCTION (III) 3 Credits
3 class hours
The physiological and morphological princples involved in male or female structures, mitosis, meiosis, fertilization, fetal development and birth. There is biological discussion on birth defects, genetic counseling, birth control and venereal diseases. Field trips to local institutions related to these studies will be included.

BIO 125 MICROBIOLOGY (**) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: SCI 103-SCI 104 or BIO 105
A basic course for health-related programs. Lecture and laboratory experiences in morphology and physiology of micro-organisms, including the pathogens. Practice in aseptic technique will be stressed.

BIO 205 INTRODUCTION TO GENETICS (III) 4 Credits
4 class hours
An introduction to the inheritance of plants and animals, including man. The study of the effects of hereditary units in interplay with the environment and mutations, and the fundamentals of qualitative and quantitative aspects of genetic variation. Basic concepts of evolution with regard to speciation, adaptation, and selection.

BIO 215 MARINE BIOLOGY (IV) 4 Credits
4 class hours
Prerequisite: BIO 105 and BIO 106 or consent of instructor
Introduction to the biology of the sea and elementary oceanography. Emphasis on living organisms of the sea and their marine environment. Field collection methods and organism identification stressed.

BIO 216 RADIATION BIOLOGY (**) 4 Credits
4 class hours
Prerequisites: BIO 105-106 or permission of instructor
Introduction to the aspects of natural and man-made radiation and their environmental impact. The course will stress current medical, industrial, and biological applications of ionizing radiation, its dosimetry and safety in use. Biological effects of radiation on living systems with emphasis on the mammalian system.

BIO 217 BIOTECHNIQUES (**) 4 Credits
4 class hours
Prerequisite: BIO 105-106 or permission of instructor
This course is designed to develop in the student laboratory skills requisite to the undergraduate in the biological sciences. The course includes reagent preparation, microscopy, slide making, culturing and rearing of organisms, and the handling and care of laboratory animals. Techniques in environmental field methods, plastic injection and imbedding of specimens and curating of museum specimens are just a few of the areas covered.

BIO 235 BIOLOGY FIELD SCHOOL (**) 6 Credits
Prerequisite: BIO 105 and 106 or permission of instructor
Designed to develop in the student a regard for the natural environment, and the correct field methods utilized in its study, by working and living in the field.

BOT 215 BOTANY (**) 4 Credits
4 class hours.
Prerequisite: 1 year high school biology
Lecture, laboratory, and field experience in the morphology, development, genetics, and systematics of plants. Ecological relationships are stressed.

BUS 106 MATHEMATICS OF FINANCE (II, III) 3 Credits
3 class hours
Basic course involves the study of mathematics of long-term investment — compound interest and annuity to debt extinction, bonds, depreciation depletion, perpetuity, capitalization, life annuities and life insurance.

BUS 107 INTRODUCTION TO BUSINESS (II, III, IV) 3 Credits
3 class hours
General outline of the nature of business, including ownership, management, and organization. Business operations such as finance and decision-making controls will be emphasized. The legal and regulatory environment in which business operates will be examined.

BUS 153 JC-154 JC MANAGEMENT PRACTICUM/WORK EXPERIENCE (**) 1 Credit
Directed work experience under cooperative business agreements with business in specialized areas. Includes an average of fifteen hours of supervised work experience weekly with a scheduled weekly seminar.

BUS 205 BUSINESS LAW (II, III) 3 Credits
3 class hours
Basic collegiate course. Legal discussions and case excerpts illustrate major points of law.

BUS 206 REAL ESTATE (I, II, III, IV) — 4 Credits
4 class hours
First general course in this field. Basic principles and variations pointed out. Overall view of real estate, property rights in real estate, ownership and leasing, property ownership, financing real estate, real estate brokerage and Florida real estate law.

BUS 207 INSURANCE PRINCIPLES (**) — 3 Credits
3 class hours
A comprehensive coverage of the whole field of insurance dealing with the general problem of risk insurance features common to all fields.

BUS 253 JC-254 JC MANAGEMENT PRACTICUM/WORK EXPERIENCE (**) — 2 Credits
Directed work experience under cooperative training agreements with businesses in specialized areas. Includes an average of fifteen hours of supervised work experience weekly with a scheduled weekly seminar.

BUS 256 JC MANAGEMENT PRINCIPLES (II, III) — 3 Credits
3 class hours
Basic management principles and theory, including the history, progress and functions of management. The relation of management principles to operations and the management process in business will be emphasized.

BUS 257 JC MARKETING (II) — 3 Credits
3 class hours
A study of marketing principles and their relationship to product, price, promotion and distribution. The interrelationship between marketing and other business operations of the firm will be included.

BUS 258 JC PRINCIPLES OF MERCHANDISING (III) — 3 Credits
3 class hours
A study of the principles and methods of retailing and marketing with emphasis on merchandising as a career.

BUS 259 JC SALESMANSHIP (III) — 3 Credits
3 class hours
Study and analysis of the fundamental concepts of selling and the role of the salesman in today's economy. Current techniques and vital principles of selling are taught. Opinions of sales executives, excerpts from job manuals, and company materials supplement the textbook.

CHM 105 CHEMISTRY (II) — 4 Credits
3 class hours. 3 laboratory hours
A general introduction to the principles underlying chemistry. Modern theories of atoms and molecules; their structure, properties and interactions including the concepts of energy, kinetics, equilibrium and applications.

CHM 106 ELEMENTARY BIOCHEMISTRY (III) — 4 Credits
3 class hours. 3 laboratory hours
Elementary biological and organic chemistry as applied to living systems, including the structure and behavior of proteins, carbohydrates, fats, enzymes, vitamins and hormones.

CHM 211-212 GENERAL CHEMISTRY (211-II, III; 212-III, IV) — 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: MTH 116-117 or MTH 118 or permission of instructor
The behavior of matter including atomic structure, elements and compounds, chemical kinetics, equilibrium, energy relationships, radio-isotopes, and qualitative analysis.

CHM 231-232 ORGANIC CHEMISTRY (**) — 4 Credits
3 class hours. 4 laboratory hours
Prerequisite: CHM 212 or equivalent
The structure, synthesis, and reactions of the compounds of carbon, and the physical principles underlying their behavior.

CHM 235 QUANTITATIVE ANALYSIS (**) — 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: CHM 212 or equivalent
Theoretical principles and laboratory procedures involved in quantitative chemical analysis, both volumetric and gravimetric.

CSC 156 INTRODUCTION TO COMPUTER PROGRAMMING (I, II, III, IV) 4 Credits

4 class hours

A general introduction to the concepts, terminology, and procedures of computer usage. Survey of computer devices, their applications and roles in business organizations. A study of flow charting and problem solving techniques. Introduction to FORTRAN language allows students to program typical problems and provides exposure to actual computer operation in an open laboratory.

CSC 157 ASSEMBLY LANGUAGE PROGRAMMING (II) 4 Credits

4 class hours

Detailed study of Assembly Language Programming including Subroutines and Disk File Programming. Use of IBM conversion routines and input-output subroutines. Class hours include open laboratory use.

CSC 158 JC DATA PROCESSING CONCEPTS (II, III) 3 Credits

3 class hours

Comprehensive examination of data processing concepts and functions, including automated record keeping, historical developments, data representation, computer arithmetic, number systems, file theory, input and output formats. Course provides for developing beginning skills in the use of the keypunch, selected unit record machines and computer operating techniques. Class hours include open laboratory use.

CSC 159 JC INTRODUCTION TO COBOL (III, IV) 3 Credits

3 class hours

General introduction to the ANSI COBOL Programming Language. Emphasis on Business applications. The student will write, compile, test and debug COBOL programs. Class hours include open laboratory use.

CSC 161 JC REPORT GENERATOR CODING (II, III) 3 Credits

3 class hours

Study of RPG coding. Emphasis on Business Applications. The student will write, compile, test and debug RPG coding. Class hours include open laboratory use.

CSC 255 JC ADVANCED FORTRAN PROGRAMMING (**) 3 Credits

4 class hours

Prerequisite: CSC 156 or equivalent

Advanced FORTRAN IV programming. Disk File organization and maintenance. Study of the use of IBM — supplied conversion and usage of subroutines for commercial applications. Hands-on programming experience. Class hours include open laboratory use.

CSC 256 JC ADVANCED COBOL PROGRAMMING (II) 3 Credits

3 class hours

Prerequisite: CSC 159

Study of ANSI COBOL Programming Language. Emphasis on business applications and solutions using COBOL. Disk programming and Maintenance Functions. Table-handling, report writing, sub-programs. Survey of other languages such as PL1 and basic hands-on programming experiences. Class hours include open laboratory use.

CSC 257 JC DATA SYSTEMS AND MANAGEMENT (III) 3 Credits

3 class hours

Prerequisites: CSC 255 JC or CSC 156 JC or permission of instructor

Analysis, design, and control of data systems. Includes documentation, implementation, feedback, personnel, and management. A study of disk and tape file design, organization, and maintenance. Methods of information storage and retrieval, forms design and control, system testing, and security. Survey of data processing positions. Examination of special techniques such as on-line processing, real-time processing, and telecommunications. Special unit on social impact of computers and automation.

CRJ 105 INTRODUCTION TO LAW ENFORCEMENT (II) 3 Credits

3 class hours

Philosophical and historical backgrounds of law enforcement. Organization, purpose, and functions of law enforcement and other agencies involved in the administration of criminal justice in the U.S. Career orientation.

CRJ 106 POLICE ORGANIZATION AND ADMINISTRATION (III) 3 Credits

3 class hours

Principles of organization and administration in law enforcement function and activities; planning and research, public relations, personnel and training; inspection and control; policy formation.

CRJ 107 POLICE ROLE IN CRIME AND DELINQUENCY (IV) 3 Credits

3 class hours

General orientation to the field of Criminology. Topics covered: development of delinquent and criminal behavior, initial handling and proper referrals; preventive police techniques. Specific police problems such as addicts, the mentally ill, compulsive and habitual offenders are studied. Special attention given to the police handling of juveniles and youths.

CRJ 108 CRIMINALISTICS (III) 3 Credits

3 class hours

A study of the basic scientific techniques used in criminal investigation with special emphasis on the role of the evidence technician in solving crimes. While the more comprehensive facilities of a criminalistics laboratory will be explored, the major attention will be focused on the more limited portable devices available to the small law enforcement unit. The pertinent criminal law and Supreme Court interpretations will be covered as background material for the consideration of types of physical evidence.

CRJ 205 CRIMINAL INVESTIGATION (II) 3 Credits

3 class hours

Criminal investigation procedures, including theory of investigation, case preparation, specific techniques for selected offenses, questioning of witnesses and suspects, and problems in criminal investigation.

CRJ 206 CRIMINAL LAW (II) 3 Credits

3 class hours

Nature, sources and types of criminal law. Classification and analysis of crimes and criminal acts in general and the examination of selected specific criminal offenses.

CRJ 207 CRIMINAL PROCEDURE AND EVIDENCE (III) 3 Credits
3 class hours
Principles, duties, and mechanics of criminal procedure as applied to important areas of arrest, force, and search and seizure. Study and evaluation of evidence and proof; kinds, degrees, admissibility, competence, and weight. Deals with rules of evidence and procedure at the operational level in law enforcement.

ECY 105 ECOLOGY I (II) 3 Credits
3 class hours
A study of the problems associated with pollution, conservation, and quality of the environment. Emphasis will be placed on sources of the ecological threat, solutions, and techniques for a citizen-action philosophy. The material will be presented at the layman's level.

ECY 106 ECOLOGY II (III) 3 Credits
3 class hours
A study of how man perceives his environment and how he relates to the earth. Man's behavior and his interrelationship with the environment is studied in terms of individual maladjustment, intergroup tensions, social institutions, and political, economic, technological, belief systems.

ECO 105 CONSUMER ECONOMICS (**) 3 Credits
3 class hours
Economics oriented to the consumer. Emphasis placed on consumer education in fields of personal finance, budgeting, insurance and buymanship.

ECO 106 BASIC ECONOMICS (II) 3 Credits
3 class hours
A non-technical overview of the economy of the United States provided for students who are not business majors or who do not need ECO 205 and 206 for their program.

ECO 205 ECONOMICS (II, III, IV) 3 Credits
3 class hours
Introduction to economic theorizing, accounting, analytical and policy aspects of the national income with emphasis on the theory of income determination; analysis of the money and banking system; survey of growth theory and policies. Emphasis will be placed on macro-economics.

ECO 206 ECONOMICS (II, III, IV) 3 Credits
3 class hours
Theoretical analysis of price determination of the product and factory markets; international trade theory. Emphasis will be placed on micro-economics.

EDU 205 INTRODUCTION TO EDUCATION (II, III, IV) 3 Credits
3 class hours
The American school system, its historical and traditional influences; significance of education; educational opportunities; educational requirements.

EET 161 JC ELECTRONICS MATHEMATICS I (II) 3 Credits
3 class hours
Basic concepts of arithmetic, algebra, graphs, geometry, trigonometry, tables and interpolation needed in technical programs. Introduction to vectors.

EET 162 JC ELECTRONICS MATHEMATICS II (III) 3 Credits
3 class hours
Prerequisite: EET 161 JC or permission of the instructor.
Derivative and its application, integration and its application, transcendental functions, expansion of function in series, differential equations.

EET 163 JC CIRCUIT ANALYSIS I (D.C.) (II) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: EET 162 JC must be taken before or concurrently with EET 163 JC or permission of instructor.
Basic principles of electricity and the applications of fundamental laws to direct current networks. A study of electrical components, magnetism, inductance, capacitance and elementary network analysis. Utilization of modern laboratory equipment for experimental verification and application of basic principles.

EET 164 JC CIRCUIT ANALYSIS II (A.C.) (III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisites: EET 163 JC. EET 162 JC must be taken before or concurrently with EET 164 JC or permission of instructor.

EET 265 JC SEMI CONDUCTORS FUNDAMENTALS (IV) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: EET 164 JC or permission of instructor.
The fundamental theory of transistors and other solid-state devices and its verification. Amplifiers, oscillators, and other applications using a sinusoidal wave are analyzed.

EET 266 JC ELECTRONIC DEVICES (II) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: EET 265 JC or permission of instructor.
Introduction to the theory and use of special electronic devices. The theory of vacuum and gas tube circuits, including analysis and verification in the laboratory of the characteristics of these devices and their application.

EET 267 JC PULSE AND DIGITAL CIRCUITS (II) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: EET 265 JC or permission of instructor.
The course will cover in detail the computer number systems, transistor and diode switching circuits, computer logic circuits, fundamentals of logic design with an introduction to Boolean algebra and the use of block and flow diagrams. Additional topics relating to the computer field will be discussed.

EET 268 JC COMMUNICATIONS (III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: EET 266 JC or permission of instructor
Continuation of electronic amplifiers covering Class C amplifiers, power amplifiers, oscillators, modulation, and detection circuits. Emphasis on communication systems theory and test method.

EET 269 JC INDUSTRIAL CONTROL ELECTRONICS (III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: EET 266 JC or permission of instructor
The different types of equipment and electrical and electronic circuits that are encountered in the field of industrial control systems are analyzed. Particular emphasis is given to amplifier circuits for pulse and wave shape analysis, especially photosensitive, magnetic and dielectric amplification and control of motors and generators.

EGR 101 ENGINEERING GRAPHICS I (II, III) 4 Credits
6 class hours
Instrument use plus freehand lettering and sketching. Geometric construction application, orthographic projection, isometric and perspective drawing, sectional views, fits and tolerances, symbol and conventions for working drawings, and standard representation for threads and fasteners.

EGR 102 ENGINEERING GRAPHICS II (III, IV) 4 Credits
6 class hours
Application of the principles of orthographic projection to the solution of three-dimensional problems. Space relationship of points, lines and planes with examples in engineering practice.

EGR 115 INTRODUCTION TO ENGINEERING (II, III, IV) 3 Credits
3 class hours
Prerequisite: MTH 116 or higher, or EGR 158 JC
Current activities in engineering including training in related fields and functions involved. Fundamental problem-solving methods. Instruction in use of slide rule.

EGR 155 JC SURVEYING (III) 4 Credits
4 class hours
Prerequisites: EGR 158 or permission of instructor
Lecture and field practice covering use, care, and limitations of various surveying instruments or related equipment. Data taken from transit, rod, tape, differential level, etc., is properly recorded in field notes.

EGR 156 JC TOPOGRAPHICAL DRAWINGS (III) 4 Credits
4 class hours
Prerequisites: Permission of instructor
Theory and practice in making maps, charts and structural drawings.

EGR 157 JC DRAFTING AND DESIGN (III) 4 Credits
4 class hours
Prerequisite: permission of instructor
Specialization in mechanical or architectural drafting. Expanded coverage of detail and assembly drawings where handbook data, manufacturer's drawings, catalogs, etc., are used in design work.

EGR 158 JC TECHNICAL MATHEMATICS (II) 4 Credits
4 class hours
Prerequisite: Algebra II or permission of instructor
Basic College Algebra and Trigonometry with emphasis on applications in technologies.

EGR 255 JC PRESENTATION DRAFTING (II) 4 Credits
4 class hours
Specialization in mechanical and architectural drafting.

EGR 256 JC MATERIALS OF INDUSTRY (II) 4 Credits
4 class hours
Production, composition and properties of materials used in engineering. Effects of usual processes on and the standardized testing of these materials. Laboratory work supplements classroom study of stress, strain, types of failure and related phenomena.

EGR 257 JC ADVANCED SURVEYING (IV) 4 Credits
4 class hours
Prerequisite: EGR 155 JC or permission of instructor
A continuation of EGR 155 JC, including hydrographic, topographic, drainage, construction, and route surveys.

EGR 258 JC STATICS AND STRENGTH OF MATERIALS (**) 5 Credits
5 class hours
Principles of statics; resultants and equilibrium of co-planar force systems; vectors; trusses containing two force members; friction; centroids. Problems related to stress, factor of safety, strain, modulus of elasticity, beam deflection, and loaded columns.

EGR 259 JC CONSTRUCTION PROCEDURES (II) 4 Credits
4 class hours
Plans of homes, small structures, and highways analyzed for purposes of making good estimates on labor, material, and overhead for various phases of construction work including consideration of a time schedule project as required.

ENG 105 COMPOSITION (I, II, III, IV) 3 Credits
3 class hours
A course in written communications which endeavors to help the student enjoy and use his language, to teach the student the basic principles of organization, to make the student aware of the various levels of usage, and to enable him to use the proper level for any particular purpose. Tutorial assistance through laboratory experience is provided to those students whose backgrounds or levels of achievement indicate such experience will be beneficial.

ENG 115 TECHNICAL WRITING (**I, II, III, **IV) 3 Credits
3 class hours
Emphasis on effective writing of technical reports, business letters and memoranda. English laboratory facilities will be used for tutorial assistance when needed. Does not substitute for ENG 105 for A.A. degree.

ENG 215 ADVANCED COMPOSITION (**) 3 Credits
3 class hours
Prerequisite: ENG 105
Writing the formal and informal essay, with emphasis on cultivation of style. Will include reading and analysis of selected essays.

ENG 216 CREATIVE WRITING (**) 3 Credits
3 class hours
Prerequisite: ENG 105
Designed to develop and enhance student's ability to use conventional techniques of imaginative writing. Emphasis on creation of character and narrative structure. Intensively critical evaluation of student writing.

FA 110 INTRODUCTION TO FIRE PROTECTION (**) 3 Credits
3 class hours
A study of the phenomena and incidents of fire; the principles of fire prevention, suppression, and protection; review of municipal fire protection ratings and components; survey of professional fire protection career opportunities.

FA 111 FIRE PROTECTION ORGANIZATION AND ADMINISTRATION (**) 3 Credits
3 class hours
Prerequisite: FA 110
Principles of organization and administration in fire protection service; the structure and function of battalion and company as components of municipal organization; duties and responsibilities of the company officer; a study of company personnel management and training, budgeting, records and reports, and public relations.

FA 113 FIRE ADMINISTRATION — FIRE COMPANY LEADERSHIP (**) 3 Credits
3 class hours
A study of the basic concepts of Fire Company Leadership, including human skills, leadership tools, problem solving, and goal achievement of a fire company officer. Emphasis will be placed on the role of the officer in the setting of the fire company.

FA 205 FIRE PREVENTION AND INVESTIGATION (**) 3 Credits
3 class hours
Prerequisite: FA 111
A survey of the principles of fire prevention and investigation; a study of fire hazards in various occupancies, a review of fire prevention codes; a study of procedures and techniques of fire prevention inspection, to include surveying and mapping, recognition and elimination of fire hazards, public relations, methods of determining the area of fire origin, fire cause, fire spread and location and preservation of evidence.

FA 206 FIRE FIGHTING TACTICS AND STRATEGY I (**) 3 Credits
3 class hours
Prerequisite: FA 111
A study of the basic concepts involved in fire fighting, including fire behavior, fire fighting fundamentals, principles of extinguishing fires; the proper role for and utilization of various fire companies; preplanning fire problems.

FA 207 FIRE FIGHTING TACTICS AND STRATEGY II (**) 3 Credits
3 class hours
Prerequisite: FA 206
A study of the principles utilized on fire ground for maximum manpower and equipment utilization; fire ground administration starting with a small fire on up through major conflagrations; emphasis will be on developing thinking skills in relation to crises.

FA 223 FIRE ADMINISTRATION — HAZARDOUS MATERIALS (**) 3 Credits
3 class hours
A study of the chemical characteristics and reaction of materials in emergency situation, especially thermal destruction. These materials may be in the storage, handling or transportation stage of industrial process. Materials to be studied will be flammable liquids, combustible solids, radioactive compounds, oxidizing and corrosive materials.

FA 221 FIRE CODES AND BUILDING CONSTRUCTION (**) 3 Credits
3 class hours
Prerequisite: FA 111
A study of fire codes and standards used in building and transportation; role of the State Fire Marshal; fixed fire protection devices; survey of research and standards development.

FA 225 FIRE PROTECTIVE SYSTEMS (**) 3 Credits
3 class hours
A survey of fire protection systems and domestic water supply. The operational feature and functional characteristics of fire detection and suppression systems and devices will be studied.

FON 160 FUNDAMENTALS OF NUTRITION (III) 3 Credits
3 class hours
Basic fundamentals in relation to the normal diet, application to menu making and food preparation. Special emphasis on retention of nutrients and nutritional deficiency diseases.

FRH 101-102 ELEMENTARY FRENCH (101-II; 102-III) 4 Credits
3 class hours. 3 laboratory hours
For beginners or those with one year of high school French. Training in communication skills through typical conversations, contemporary readings, visual aids and laboratory exercises.

FRH 211-212 INTERMEDIATE FRENCH (211-II; 212-III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisites: FRH 101 and 102 or two years of high school French
Contemporary aspects of social, literary and artistic French life discussed through guided conversation. Stress on linguistic skills, vocabulary and reading of literary works.

GEO 205 CONSERVATION OF NATURAL RESOURCES (**) 3 Credits
3 class hours
A survey of natural and human resources and the utilization of these resources. Conservation in the United States, with particular emphasis on Florida.

GER 101-102 ELEMENTARY GERMAN (101-II; 102-III) 4 Credits
3 class hours. 3 laboratory hours
For beginners or those with one year of high school German. Training in communication skills through typical conversations, contemporary readings, visual aids and laboratory exercises.

GER 211-212 INTERMEDIATE GERMAN (211-II; 212-III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisites: GER 101 and 102 or two years of high school German.
Contemporary aspects of social, literary and artistic German life discussed through guided conversation. Stress on linguistic skills, vocabulary and reading of literary works.

GLY 105 PHYSICAL GEOLOGY (II) 4 Credits
3 class hours. 1 schedule lab hour. 2 hours independent lab study
For both science and non-science majors. Includes the study of the earth's structure, three major rock classifications, minerals, and the erosion factors of waters and soils.

GLY 106 HISTORICAL GEOLOGY (III) 4 Credits
3 class hours. 1 scheduled lab hour. 2 hours independent lab study
Study of the earth's history through the study of rock layers, the interpretation of fossils, environmental conditions in which fossils existed, the dynamic interactions which brought about changes in earth structure, the interpretation of the historical record and the evolutionary changes occurring among certain marine life, land flora and fauna.

HIS 105 HISTORY OF WESTERN CIVILIZATION (TO 1650 A.D.) (II, III, IV) 3 Credits
3 class hours
A survey of ancient and medieval civilizations, the Renaissance, the Reformation, and the Age of Absolutism.

HIS 106 HISTORY OF WESTERN CIVILIZATION (1650 TO PRESENT) (II, III) 3 Credits
3 class hours
A survey including the effects of the Industrial Revolution, the development of the modern national state system, imperialism, the two world wars and their effects.

HIS 205 HISTORY OF THE UNITED STATES (TO 1860) (II) 3 Credits
3 class hours
A survey of U.S. history from settlement until the Civil War. Emphasis will be on the development of American social, political, and economic institutions; problems of the new government; Jacksonian Democracy; territorial expansion and the coming of the Civil War.

HIS 206 HISTORY OF THE UNITED STATES (1860 TO PRESENT) (III) 3 Credits
3 class hours
Survey of the Civil War, Reconstruction, and the emergency of the modern United States.

HIS 207 FLORIDA HISTORY (**) 3 Credits
3 class hours
From the age of discovery of Florida to the present day.

HPE 105 INTRODUCTION TO PHYSICAL EDUCATION (II, III) 3 Credits
3 class hours
Provides a brief history of physical education, its nature, aims and objectives. Also considered are significant issues in physical education and its professional scope. Primarily for physical education, health, and recreation majors.

HPE 155 JC THROUGH 199 JC HEALTH AND PHYSICAL EDUCATION (I, II, III, IV) 2 Credits
2 class hours
Recreational activities in individual and group sports which utilize college and community facilities. Emphasis on good health and safety.

HPE 205 SPORTS OFFICIATING (II) 3 Credits
3 class hours
Techniques and skills for officiating high school and college sports.

HPE 206 PERSONAL AND COMMUNITY HEALTH PROBLEMS (III) 3 Credits
3 class hours
Personal health habits. Application of scientific health facts and principles to better living. Community health programs and their problems.

HPE 207 FIRST AID (II) 3 Credits
3 class hours
A course covering the principles and procedures of emergency first aid treatment. Class time will be divided between lecture and the application of first aid procedures.

HPE 255 JC THROUGH 279 JC HEALTH AND PHYSICAL EDUCATION (**) 2 Credits
2 class hours
Prerequisite: 100 level sport as appropriate or individual proficiency determined by instructor.
Recreational activities in individual sports which utilize college and community facilities.

HUM 125, 225 HUMANITIES STUDY TOUR (**) 3 Credits
Prerequisite: Any Humanities course or permission of instructor
Edison Community College sponsored study tour abroad with lectures en route. Research paper required. May be audited with permission of instructor.

HUM 205 HUMANITIES IN CONTEMPORARY LIFE (I, II, III, IV) 3 Credits
3 class hours
Contemporary ideas in art, music, literature, theatre, philosophy and their impact on modern society. NOT LIMITED TO SOPHOMORES.

HUM 206 THE HUMANISTIC TRADITION (II, III, IV) 3 Credits
3 class hours
Our heritage in Greek, Hebrew, Roman, Renaissance, and Baroque cultures and their relationship to the arts. NOT LIMITED TO SOPHOMORES.

HUM 207 TV ASCENT OF MAN (**) 3 Credits
A one semester televised course tracing major events in the biological and cultural evolution of man. The development of science and art as expressions of the special gifts that characterize man and that have made him unique among the animal species. Emphasis is placed on the processes of thought and imagination which are involved in the various attempts made by man to analyze and understand the nature of the universe and of man himself.

JOU 105 JOURNALISM (**) 3 Credits
3 class hours
Introduction to the profession; historical background; theory and practice of writing news. Work on student publications recommended.

JOU 106 SURVEY OF MASS COMMUNICATIONS (**) 3 Credits
3 class hours
Requirements, opportunities, and responsibilities of various media. Gathering, evaluating and writing news.

LIT 115 INTRODUCTION TO LITERATURE (I, II, III, IV) 3 Credits
3 class hours
Prerequisite: ENG 105 or ENG 115 or permission of instructor
An introduction to some of the basic genres of literature — such as the short story, poetry, drama and novel. Designed to enhance the student's interest in reading for both pleasure and understanding, and to acquaint him with basic literary terminology.

LIT 205 WORLD LITERATURE (II) 3 Credits
3 class hours
Examination of recurrent themes and ideas in the literature of the world from the beginning to the 1700's.

LIT 206 WORLD LITERATURE (III) 3 Credits
3 class hours
Examination of recurrent themes and ideas in the literature of the world from the 1700's to the present.

LIT 215 ENGLISH LITERATURE (**)
(II even numbered years) 3 Credits
3 class hours
Prerequisites: ENG 105 and LIT 115 or permission of instructor
A survey of English authors, literary works, and literary movements from the beginning to the 1700's.

LIT 216 ENGLISH LITERATURE (**)
(III even numbered years) 3 Credits
3 class hours
Prerequisites: ENG 105 and LIT 115 or permission of instructor
A survey of English authors, literary works, and literary movements from the 1700's to the present.

LIT 217 AMERICAN LITERATURE (**)
(II-III odd numbered years) 1-6 Credits
1-6 class hours
Prerequisites: ENG 105 and LIT 115 or permission of instructor
A survey of American authors, literary works; and literary movements from the Colonial Period to the present. Students may take any number of the following 6 modules.

Session II:
A. The English Colonies 1588-1765
B. The New Republic 1765-1829
C. The American Renaissance 1829-1865

Session III:
D. The Rise of Modern America 1865-1914
E. The USA between World Wars 1914-1945
F. The Age of Uncertainties 1945-Present

LIT 218 CONTEMPORARY LITERATURE (**) 3 Credits
3 class hours
Prerequisites: ENG 105 and LIT 115 or permission of instructor
Examination of themes and ideas reflected in the writings of the twentieth century.

MET 205 METEOROLOGY (**) 3 Credits
3 class hours
Basic concepts of temperature, pressure, moisture, stability, clouds, air masses, fronts, thunderstorms, icing and fog. Analysis and use of weather data and interpretation of weather maps, reports and forecasts.

MTH 105 GENERAL EDUCATION MATHEMATICS (I, II, III, IV) 3 Credits
3 class hours
Sets, number systems, operations in algebra, ratio and proportion, basic geometry and trigonometry, earning and spending money, managing finances. Provides the necessary mathematical skills for general education.

MTH 106 INTRODUCTORY COLLEGE ALGEBRA (I, II, III, IV) 3 Credits

3 class hours. 2 laboratory hours

Designed to help prepare mathematically those students planning to major in the natural sciences, business, social sciences, engineering, or any other area requiring a knowledge of elementary and intermediate algebra. A multimedia instructional approach will be used. Students also have the option to complete the course work using audio-tutorial programmed texts. The student is also expected to review filmstrips and other materials available in the mathematics lab.

MTH 116 COLLEGE ALGEBRA (II, III, IV) 3 Credits

3 class hours

Prerequisites: Plane geometry and 1½ years of high school algebra, MTH 106, or permission of instructor.

Real numbers, relations and functions, polynomial functions, exponential and logarithmic functions, theory of equations, matrices and determinants, sequences. Contains all of the features of college algebra found in MTH 118, with additional emphasis on applications. (May be taken concurrently with MTH 117.)

MTH 117 TRIGONOMETRY (II, III, IV) 3 Credits

3 class hours

Prerequisite: MTH 116 or equivalent or permission of instructor

Real number systems, circular functions, trigonometric functions, inverse relations and functions, trigonometric graphs, solution of triangles, trigonometric equations, polar coordinates, complex numbers. Contains all of the features of trigonometry found in MTH 118, with additional emphasis on applications. (May be taken concurrently with MTH 116)

MTH 118 INTEGRATED COLLEGE ALGEBRA AND TRIGONOMETRY (II, III) 4 Credits

4 class hours

Prerequisites: Plane geometry and 2 years of high school algebra, or permission of instructor

A pre-calculus course for the well-prepared student. A background in advanced high school mathematics is highly desirable. Exponential and logarithmic functions, circular and trigonometric functions, inverse functions, polynomial functions, sequences and limits, elementary matrices and selected topics in analytic geometry.

MTH 205 MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS (**) 4 Credits

4 class hours

Prerequisites: One year of high school algebra plus one year of geometry or permission of the instructor

A course for prospective or in-service elementary teachers, devoted to the structure of the real number system. The nature and language of deductive reasoning, elements of set theory, operations with the various number systems, elementary number theory, numeration systems, decimals and real numbers, percentages, ratio, and proportion.

MTH 215 ELEMENTARY STATISTICS (II, III) 3 Credits

3 class hours

Prerequisite: MTH 106, Algebra II or permission of instructor

Basic statistical concepts, probability and sampling from the normal distribution, hypothesis testing, the chi square distribution, regression and prediction, measures of correlation and linear regression.

MTH 216 CALCULUS WITH ANALYTIC GEOMETRY I (II, III, IV) 4 Credits

4 class hours

Prerequisite: MTH 116 and MTH 117 or MTH 118 or permission of the instructor

Real numbers, functions, limits, analytic geometry; elementary differentiation, integration, and applications. Sequential with MTH 235 and 236.

MTH 235 CALCULUS WITH ANALYTIC GEOMETRY II (II, III) 4 Credits

4 class hours

Prerequisite: MTH 216 with minimum grade of C or consent of instructor

Differentiation and integration of trigonometric, logarithmic and exponential functions, special techniques of integration, polar coordinates, vectors in the plane, and analytic geometry in three dimensional space.

MTH 236 CALCULUS WITH ANALYTIC GEOMETRY III (III) 4 Credits

Prerequisite: MTH 235 with minimum grade of C or consent of instructor

Linear systems and matrices, partial derivatives, multiple integration and line integrals, improper integrals, sequences and infinite series.

MTH 237 INTRODUCTION TO LINEAR ALGEBRA (**III) 3 Credits
3 class hours
Prerequisite: MTH 235 with a minimum grade of C.
Coordinate geometry and vectors in two and three dimensions, linear equations, vector spaces, matrices, and linear mappings.

MTH 238 INTRODUCTORY NUMERICAL ANALYSIS (**III) 3 Credits
3 class hours
Prerequisites: MTH 216 and CSC 156 or permission of instructor
Principles of Numerical Analysis covering power series calculation of functions, roots of equations, nonlinear simultaneous equations, matrices and linear simultaneous equations, numerical integration, ordinary differential equations, interpolation, curve fitting and propagation and analysis of errors.

MUS 101-102 MUSIC THEORY (101-II; 102-III) 4 Credits
5 class hours
MUS 151 is recommended concurrently
Integrated study of materials and procedures of music and development of musicianship skills.

MUS 105 MUSIC HISTORY AND APPRECIATION (I, II, III) 3 Credits
3 class hours
Materials, literature, and practices of music, and consideration of its aesthetic purposes and social function. Development of listening skills and criteria of judgment.

MUS 151-152 CLASS PIANO (**I, II, III, **IV) 1 Credit
2 class hours
Elementary instruction in piano; emphasis on music reading, piano techniques, and piano literature.

MUS 153-154 CLASS VOICE (153-II; 154-III) 1 Credit
2 class hours
MUS 101 and/or MUS 151 recommended concurrently
Fundamentals of singing; emphasis on tone production and diction as applied to vocal literature.

MUS 165, 166, 265, 266 APPLIED MUSIC INSTRUCTION (SPECIFIC INSTRUMENT) (**I, II, III, **IV) 1-2 Credits
Permission of instructor required
Individual voice or instrumental instruction may be arranged for students of advanced accomplishments.

MUS 175, 176, 275, 276 COLLEGE CHOIR (II, III) 1 Credit
3 class hours
Study, rehearsal, performance of choral literature, with training in fundamentals of singing. Attention given to general cultural and humanistic consideration.

MUS 185, 186, 285, 286 INSTRUMENTAL ENSEMBLE (II, III) 1 Credit
2 class hours
Permission of instructor required
Study and performance of ensemble literature for various small groups.

MUS 187, 188, 287, 288 SYMPHONY ORCHESTRA (II, III) 1 Credit
2 class hours
Permission of instructor and chairman, Division of Humanities required. Participation and performance in the Fort Myers Symphony Orchestra.

MUS 195, 196, 295, 296 VOCAL ENSEMBLE (II, III) 1 Credit
2 class hours
Permission of instructor required
Study and performance of ensemble literature for various small groupings.

MUS 211-212 MUSIC THEORY (211-II; 212-III) 4 Credits
5 class hours
Prerequisite: MUS 101-102 or permission of instructor
Continuation of MUS 101-102 with keyboard application.

MUS 251-252 CLASS PIANO (**I, II, III, **IV) 1 Credit
2 class hours
Prerequisite: MUS 151-152 or permission of instructor
Participation and performance in the Fort Myers Symphony Orchestra. Continuation of MUS 151-152.

MUS 253-254 CLASS VOICE (**) 1 Credit
2 class hours
Prerequisite: MUS 153-154 or permission of instructor
Continuation of MUS 153-154.

NSG 155 JC INTRODUCTION TO HEALTH-RELATED FIELDS (II) 4 Credits
3 class hours. 3 laboratory hours
Introduction of basic information concerning selected health fields with emphasis on interrelated concepts and techniques, applicable to the contemporary Health Care Delivery System.

NSG 161 JC NURSING FUNCTIONS (III) 4 Credits
2 class hours. 6 laboratory hours
Prerequisites: NSG 155 JC, ENG 115, and SC 103
Basic knowledge and skills of technical nursing care are introduced. Included are the beginning skills in interpersonal relationships, nursing activities designed to meet the patient's individual needs. Clinical learning experiences are scheduled.

NSG 162 JC MEDICAL-SURGICAL NURSING I (I) 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: NSG 161 JC and SCI 104
Knowledge, techniques, and skills related to the practice of nursing care of patients with simple, medical-surgical problems. Clinical learning experiences are selected to provide the student with opportunity to apply theoretical concepts.

NSG 255 JC MEDICAL-SURGICAL NURSING II (II, III) 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: NSG 162 JC and BIO 125
Knowledge, techniques, and skills related to the practice of nursing care of patients with complex medical-surgical problems. Clinical learning experiences are selected to provide the student with an opportunity to apply theoretical concepts.

NSG 256 JC MENTAL HEALTH NURSING PRACTICE (II, III) 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: NSG 162 JC
Basic concepts of personality and behavior that the student may use in all areas of nursing are further developed. Emphasis is placed on the use of "self" in establishing therapeutic interpersonal relationships with others. Clinical learning experiences will be selected to provide opportunities to develop the role of the technical nurse in prevention, maintenance, and restoration of patient's mental health.

NSG 257 JC MATERNITY NURSING (II, III) 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: NSG 256 JC
The family unit serves as a framework for the study of the nursing care of mothers during the maternity cycle and of infants during neonatal period. Normal aspects of maternal and infant care stressed. Adaptations will be made to include complications occurring during the maternity cycle. Clinical learning experiences will be planned and selected to further the technical growth and development of the student.

NSG 258 JC NURSING OF CHILDREN (II, III) 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: NSG 256 JC
A developmental approach to the study of the child from infancy through adolescence and the effects of illness on the individual and the family. Clinical learning experiences will be planned to further the development of nursing skills and techniques as applied to the nursing of children.

NSG 265 JC PATIENT CARE MANAGEMENT (IV) 4 Credits
2 class hours. 6 laboratory hours
Prerequisite: NSG 258 JC
Fundamental elements of team leadership are introduced with two areas of emphasis: (1) planning and implementation of nursing care plans for a group of patients and guiding patient care technicians in implementation, and (2) application of problem solving techniques to nursing care problems.

NSG 266 JC NURSING SEMINAR (IV) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: NSG 258 JC
Preparation for the transition from the student nurse role to graduate nurse role is stressed. Emphasis placed on legal, ethical, and professional responsibilities. Complex nursing problems selected by the student will be explored in depth.

PHY 111-112 FUNDAMENTALS OF PHYSICS
(111-II; 112-III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisites: MTH 116-117, or MTH 118 or permission of instructor
Noncalculus introduction to physics; primarily for preprofession and technical students, mechanics, heat, and sound covered the first session; light and electricity, the second session. Laboratory hours are arranged with the instructor.

PHY 231-232 GENERAL PHYSICS
(231-II; 232-III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite or corequisite: MTH 216
A traditional comprehensive course; develops the basic ideas and concepts in physics. PHY 231 includes mechanics, heat, and sound. PHY 232 includes light, electricity, and atomic structure. Laboratory hours are arranged with the instructor.

PPY 205 FOUNDATIONS OF PHILOSOPHY
(II, III, IV) 3 Credits
3 class hours
The laws of theory and the philosophical method. Selected readings from Socrates to Sartre.

PPY 206 LOGIC; REASONING AND CRITICAL THINKING (II, III) 3 Credits
3 class hours
Basic course in methods and principles in development of correct reasoning.

PPY 207 ETHICS (III) 3 Credits
3 class hours
A basic course in philosophical thinking about morality, moral problems, and moral judgments.

POL 205 AMERICAN NATIONAL GOVERNMENT (II, III) 3 Credits
3 class hours
The national government within the American federal system. Functions, processes, and contemporary problems of American political systems. Political parties, pressure groups, elections, Congress, the Presidency, and the Supreme Court.

POL 206 AMERICAN STATE AND LOCAL POLITICS (II, III) 1-3 Credits
1-3 class hours
Emphasizes practical politics and functional government. Critical analysis of state and community political systems and processes. Uses community as laboratory. Contacts with state/local officials. Internships encouraged and credit for practical experience allowed when approved by instructor. Student enrolls for any number of the following 3 modules:

1. State Politics
2. Community Politics
3. Intergovernmental Relations

POL 208 INTERNATIONAL RELATIONS
(III) 3 Credits
3 class hours
The interactions of nation states in terms of political, economic, psychological, and cultural factors; power, morality, and law among states. Conflict and cooperation in the pursuit of national interests. International political systems and their functions.

PSY 105 GENERAL PSYCHOLOGY
(I, II, III, IV) 3 Credits
3 class hours
An examination of the nature, origin, development, and significance of emotional, intellectual, and manual activities; insight into the general principles underlying human behavior. Personal applications of psychological principles.

PSY 215 CHILD PSYCHOLOGY (II, IV) 3 Credits
3 class hours
Prerequisite: PSY 105
A study of the developmental processes of the childhood period.

PSY 216 ADOLESCENT PSYCHOLOGY (I, III) 3 Credits
3 class hours
Prerequisite: PSY 105
Emphasis on the developmental tasks and psychological problems of the adolescent.

PSY 217 EDUCATIONAL PSYCHOLOGY (II, III, IV) 3 Credits
3 class hours
Prerequisite: PSY 105
The psychology of learning. The relationship of learning principles to teaching practices.

PSY 218 SOCIAL PSYCHOLOGY (III) 3 Credits
3 class hours
Prerequisite: PSY 105 or SOC 107
Combines a knowledge of psychology and sociology, and is an interdisciplinary approach to the study of human interaction. Its main theme deals with cognition, motivation, interpersonal response traits, attitudes, language and meaning, and groups.

PSY 255 HUMAN BEHAVIOR IN ORGANIZATIONS (III) 3 Credits
3 class hours
Application of psychological principles in industry and business. A study of the principles of leadership and the role of the individual toward those under his authority. Covers the techniques of good working relationships, and the importance of the working environment to productivity.

PSY 256 JC PSYCHOLOGY FOR NURSING (**) 3 Credits
3 class hours
The effect of disease, drugs, hospital confinement, etc., on the psychological well-being of patients. Techniques for handling these effects will be studied.

RTV 205 INTRODUCTION TO BROADCASTING (II, III) 3 Credits
3 class hours
Basic elements of radio and television broadcasting. The process of broadcast communications and its social, economic, and physical bases; careers; programming trends and future developments in broadcasting.

REA 105 COLLEGE READING SKILLS (I, II, III, IV) 1-3 Credits
3 class hours. 1 laboratory hour
Techniques and skills for increasing reading efficiency through the use of a broad variety of materials. Students may take from one to three of the following five modules. It is recommended that students scoring below the 40th percentile on the Nelson Denny Test take modules A., B., and C.

A. Comprehension
B. Study Skills
C. Vocabulary
D. Speed and Flexibility
E. Critical Reading

SCI 103-104 ANATOMY AND PHYSIOLOGY (103-II; 104-III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisite: 1 year high school or college biology
A basic course with special emphasis on the chemical and physical phenomena of the human organism. Stress will be placed on anatomical and physiological relationships, primarily for students in health related programs.

SCI 105 FRONTIERS OF SCIENCE (II, IV) 4 Credits
3 class hours. 1 scheduled lab hour. 2 hours independent lab study
The advance of science into the future as developed from geology, oceanography, space science, and electronics. Recommended as a general education course for non-science majors. Includes audio-visual and hands-on experiences.

SCI 106 FRONTIERS OF SCIENCE (III) 4 Credits
3 class hours. 1 scheduled lab hour. 2 hours independent lab study
Advances in science in the fields of nuclear energy, chemistry, and environmental biology. The relationships of science to other fields of knowledge and to society. Recommended as a general education course for non-science majors. Includes audio-visual and hands-on experiences.

SDS 090 STUDENT DYNAMICS SEMINAR (I, II, III, IV) 0 Credits
2 class hours
This course is not designed as a transfer course.
Small group seminar with the behavioral objectives of increasing motivation, self-determination, and affirmation of self-worth; interpersonal relationships and life goals planning emphasized. Required of students on academic warning with 24 hours credit or more.

SEC 101 BEGINNING TYPING (II) 3 Credits
3 class hours
Introduction to typewriter keyboard and machine parts with emphasis on touch typing. Development of manipulative skills necessary in tabulation and vertical and horizontal centering. Basic production problems including simple communications, reports, and tabulations. Speed development from 30-45 WPM.

SEC 102 INTERMEDIATE TYPING (III) 3 Credits
3 class hours
Prerequisite: SEC 101 or equivalent proficiency
Application of manipulative typing skills to business typing problems and skill building drills. Speed development from 35-50 WPM. Mailable production drills including business letters, other communication forms, manuscripts, reports, and tabulations.

SEC 103 SHORTHAND I (II) 3 Credits
5 class hours
Prerequisite: SEC 101 or equivalent proficiency (may be taken concurrently)
A basic course in Gregg shorthand theory. Development of shorthand reading, writing, and basic transcription skills. Dictation speeds from 40-60 WPM.

SEC 104 SHORTHAND II (III) 3 Credits
3 class hours
Prerequisite: SEC 101 and SEC 103 or equivalent proficiency
Application of shorthand theory and basic reading, writing and transcription skills to dictation speeds from 60-80 WPM. Introduction to mailable transcription.

SEC 105 BUSINESS COMMUNICATIONS (IV) 3 Credits
3 class hours
Prerequisite: SEC 101
Composing and typing business correspondence including various types of business letters, memoranda, telegrams, reports, and minutes.

SEC 115 OFFICE MACHINES (III) 3 Credits
3 class hours
Prerequisite: SEC 101 or equivalent proficiency
Operation of calculating machines including ten-key and full keyboard add-list machines, electronic calculator, and rotary calculator. Spirit and stencil duplication. Machine transcription.

SEC 211 SHORTHAND III (II) 3 Credits
3 class hours
Prerequisites. SEC 104 and SEC 102 or equivalent proficiency
Emphasis on mailable transcription. Development of dictation speeds from 80-100 WPM

SEC 215 ADVANCED TYPING (II) 3 Credits
3 class hours
Prerequisite: SEC 102 or equivalent proficiency
Application of previously learned typing skills and knowledge to office style typing problems with emphasis on mailable production. Speed equivalent from 40-55 WPM.

SEC 216 OFFICE PRACTICE (IV) 3 Credits
3 class hours
Prerequisite: SEC 102 or equivalent proficiency
Development of attitudes and work habits necessary to the successful completion of various office routines. Alphabetic, numeric, geographic, and subject filing procedures.

SEC 232 SHORTHAND IV (III) 3 Credits
3 class hours
Prerequisites: SEC 211 and SEC 215
Development of dictation speeds from 100-120 WPM. Mailable transcription from office-style dictation.

SEC 235 JC MEDICAL TERMINOLOGY, TRANSCRIPTION, AND PROCEDURES (III) 3 Credits
3 class hours
Prerequisites: SEC 215 and SEC 211 (or concurrently)
Specialized terminology, shorthand dictation and transcription, and typing forms peculiar to a medical office or hospital.

SEC 236 JC LEGAL TERMINOLOGY, TRANSCRIPTION, AND PROCEDURES (III) 3 Credits
3 class hours
Prerequisites: SEC 215 and SEC 211 (or concurrently)
Specialized terminology, shorthand dictation and transcription, and typing forms peculiar to a legal office.

SEC 237 JC EXECUTIVE TERMINOLOGY, TRANSCRIPTION, AND PROCEDURES (III) 3 Credits
3 class hours
Prerequisites: SEC 215 and SEC 211 (or concurrently)
Specialized terminology, shorthand dictation and transcription, and typing forms peculiar to an executive office.

SOC 106 PERSONAL AND SOCIAL ADJUSTMENT (II, III, IV) 3 Credits
3 class hours
Application of psychology, philosophy, and sociology to success. How to study, vocational choice, philosophy of life, general life adjustment and self analysis.

SOC 107 INTRODUCTION TO SOCIOLOGY (I, II, III, IV) 3 Credits
3 class hours
Changing social norms, mores, and folkways, with emphasis on sociological approaches, definitions, and conclusions.

SOC 205 MARRIAGE AND THE FAMILY (II, III) 3 Credits
3 class hours
A psychological and sociological study of the development of personality in relation to success in marriage. The family as an institution. Dating, the engagement period, and the early years of marriage. Self-evaluations.

SPE 105 FUNDAMENTALS OF SPEECH COMMUNICATIONS (I, II, III, IV) 3 Credits
3 class hours
Principles and practices in basic speech communications with emphasis on student participation in a variety of speaking-listening experiences common to everyday situations. Techniques of speech preparation, content, presentation, and listening evaluation are taught with the aid and use of audio-visual equipment, all designed to increase student understanding of the interactive nature of oral communication.

SPH 101-102 BEGINNING SPANISH (101-II, III; 102-III) 4 Credits
3 class hours. 3 laboratory hours
For beginners or those with one year high school Spanish. Training in linguistic skills through typical dialogue, pattern drills, and laboratory exercises.

SPH 103-104 SPANISH CONVERSATION (103-II; 104-III) 3 Credits
3 class hours
Beginning conversation class. Vocabulary presented that would benefit those dealing with Spanish-speaking people.

SPH 211-212 INTERMEDIATE SPANISH (211-II; 212-III) 4 Credits
3 class hours. 3 laboratory hours
Prerequisites: SPH 101 and 102 or two years high school Spanish
Further training in linguistic skill with more writing; reading of literary works.

SPH 215 ADVANCED CONVERSATION AND COMPOSITION (**) 3 Credits
3 class hours
Prerequisites: SPH 101-102 or equivalent
Brief grammar review. Emphasis on fluency and clarity of expression. Conducted entirely in Spanish. May be taken concurrently with SPH 211 or 212.

SPH 236 ADVANCED READINGS (**) 3 Credits
3 class hours
Prerequisites: SPH 211-212 or permission of instructor
Cultural literacy and contemporary readings selected from major writings in the Spanish language.

SSC 105 CONTEMPORARY ISSUES IN AMERICAN SOCIETY (II, III) 1-3 Credits
1-3 class hours
A film presentation of contemporary issues in American society from historical, psychological, political, economic, anthropological, and sociological viewpoints. Student enrolls for any number of the following 3 modules:

1. Minority Groups Today; Women's New Awareness; The Poverty Issue; Work at the Bottom.
2. Breakdown in the Legal System; Violence in Society; The Ecology Dilemma.
3. Problems of the Individual in Modern Society; A Generation of Peace?; Looks into the Past and the Future.

SSC 107 THE BLACK EXPERIENCE IN AMERICA (III) 3 Credits
3 class hours
An overview of the black experience in America with special emphasis on the impact of historical events on the black personality. Also emphasized is the impact of the black experience on the total American culture. The course is designed to examine questions of both blacks and whites and improve black-white relationships through understanding.

TAR 101-102 ACTING I-II (II, III, **I) 3 Credits
3 class hours
Principles and techniques of acting with production of selected scenes.

TAR 105 THEATRE HISTORY AND APPRECIATION (II, III) 3 Credits
3 class hours
A study of the development and unique quality of theatre as an art form. The analysis of some outstanding examples of dramatic literature.

TAR 115 ORAL INTERPRETATION OF LITERATURE (**) 3 Credits
3 class hours
Prerequisite or corequisite: SPE 105
Basic techniques of oral interpretation with emphasis on content analysis and vocal skills, with the aim of developing proficiency in understanding and oral communications.

TAR 165, 166, 265, 266 THEATRE PERFORMANCE AND PRODUCTION (II, III) 1 Credit
3 class hours
Rehearsal and performance in a major college production. Open auditions.

TAR 201-202 ACTING III-IV (II, III, **I) 3 Credits
3 class hours
Continuation of TAR 101-102 to include styles of acting and basic directing problems.

TAR 205 DRAMA FOR DISCUSSION (II)
3 class hours
Reading and presentation of plays for discussion by cast and audience.

TAR 206 SURVEY OF CHILDREN'S THEATRE (**) 3 Credits
3 class hours
Creative dramatics, techniques and materials of plays for and with children.

ZOO 215 ZOOLOGY (**) 4 Credits
3 class hours. 1 scheduled lab hour. 2 hours independent lab study
Prerequisite: 1 year high school biology
Lecture, laboratory, and field experience in the morphology, physiology, development, genetics, and systematics of vertebrate and invertebrate animals and their environmental relationships. Ecological relationships are emphasised.

DISTRICT BOARD OF TRUSTEES OF EDISON COMMUNITY COLLEGE

Travis A. Gresham, Jr., Chairman

Mrs. Ida S. Baker,
Vice-Chairman

Holland T. Salley

Henry B. Watkins, Jr.

Kenton Haymans

Mrs. Agnes Craighead

Mrs. Jody Hendry

Hugh Starnes, Board Attorney

COLLEGE ADMINISTRATION

DAVID GUNNING ROBINSON ..... *President*
B.S., Northern Illinois University; M.S., Indiana University; Ph.D., Florida State University

H. J. BURNETTE ... *Vice President and Dean of Academic Affairs*
A.B., Atlantic Christian College; M.Ed., Ed.D., University of Florida

MAX G. RIEVES ..... *Dean of Student Affairs*
B.S., M.A., Appalachian State Teachers College

WILLIAM GAILEY ..... *Dean of Business Services*
B.S., The Citadel

AUDREY H. MULLER ..... *Assistant Dean of Academic Affairs*
B.A., Dunbarton College; M.A., University of Notre Dame; Ph.D., Boston College

RICHARD V. CONCILIO ..... *Chairman, Division of Applied Sciences*
B.S., Lehigh University; M.B.A., University of Bridgeport

R. J. BARNES ..... *Director, Admissions and Records*
B.S., Kansas University; M.S., Indiana University

MAURICE S. COCHRAN ..... *Director of Continuing Education*
B.S., M.Ed., Kent State University

DOROTHY LOU LORD ..... *Chairman, Division of Social Sciences*
B.S., M.S., Ph.D., Florida State University

RUSSELL C. PEEPLES ..... *Director, Research and Federal Programs*
B.S.A., University of Florida; M.S., North Carolina State College

ELLEN PETERSON ..... *Director, Guidance and Counseling*
B.S., University of Georgia; M.S., Appalachian State Teachers College

CLAUDE L. PRIDGEN ..... *Director, Charlotte Center*
B.S.E., M.A., University of Florida

DEAN F. RITZMAN ..... *Director, Learning Resources Center*
A.B., Franklin & Marshall College; M.A., University of Chicago; M.S., Columbia University

WILLIAM V. SZALAY ..... *Director of Athletics*
B.S., M.A., Ohio University

WILLIAM P. WOOD ..... *Director, Student Activities, Financial Aid, and Placement*
B.S., University of Vermont; M.S., Western New Mexico University

OTHER PROFESSIONAL SERVICES

ROBERT BEATTIE ..... *Physical Plant Manager*

GEORGE L. HEPPE ..... *Head, Department of Audio-Visuals*
B.S., State University of New York; M.S., Indiana University

VIRGINIA S. HOLLOWAY ..... *Business Manager*

EDWARD J. KRAUJALIS ..... *Assistant Business Manager/Accountant*
B.S.M., M.B.A., St. John's University

RONALD B. McFADDEN ..... *Director, Special Services*
B.A. and M.A., Brooklyn College

JOSEPH A. ROOF ..... *Assistant Director of Admissions & Records*
B.A., Ohio Northern University

NANETTE SMITH ..... *Coordinator of Public Information*
B.A., University of Fla.; M.A., University of South Florida

CAROLYN A. SPIKES ..... *Coordinator, Project BROTHER*

DAVID T. WALLACE ..... *Data Processing Manager*
B.S. and M.S., Georgetown College and U.S. Naval Postgraduate School, Monterey, Cal.

FACULTY

MURIEL B. ALLEN ..... *English*
B.A., M.A., University of South Florida

MARGARET N. ANFINSEN ..... *Head, Department of Nursing*
B.S., M.S., Boston University

MAHMOUD ARYA ..... *Economics*
A.B., Youngstown State University; M.A., Kent State University; M.A., West Virginia University

LOUISE R. BACON ..... *Reading*
A.B., Stanford University; M.Ed., University of Georgia

R. J. BARNES ..... *Director, Admissions and Records*
B.S., University of Kansas; M.S., Indiana University

GREGORY G. BARNUM ..... *Special Services, Humanities*
B.A., University of Florida; M.A., Pennsylvania State University

MURIEL R. BARTHOLOMEW ..... *Drama, Speech*
A.B., Grinnell College; M.A., University of Denver

JAMES C. BLAKE ..... *English*
B.A., M.A., University of South Florida

RUTH C. BURKS ..... *Mathematics*
B.S., M.A.L.S., Wesleyan University

H. J. BURNETTE ..... *Vice President and Dean of Academic Affairs*
A.B., Atlantic Christian College; M.Ed., Ed.D., University of Florida

FRED R. CAIN ..... *Physics*
B.S., Mount Union College; M.Ed., University of Virginia

JAMES A. CAIN ..... *Music*
B.M., Jacksonville University; M.M., Florida State University

JAMES D. CARROLL ..... *Criminal Justice*
B.S., City College; N.Y.; J.S.D., Brooklyn Law School; L.L.M., New York University

MAURICE S. COCHRAN ..... *Director of Continuing Education*
B.S., M.Ed., Kent State University

JACK L. CODDING ..... *Business Studies*
B.C.S., University of Georgia; M.B.A., University of Florida

RICHARD V. CONCILIO ..... *Chairman, Division of Applied Sciences*
B.S., Lehigh University; M.B.A. University of Bridgeport

ROBERT L. COTHARIN ..... *Psychology*
B.A., M.A., University of West Florida

RAYMOND W. COWART ..... *Counselor*
B.S., Florida State University; M.A., University of West Florida

RAYMOND E. CRIMMEL ..... *Electronics Engineering Technology*
B.S., University of Nebraska; M.A., University of North Colorado

JOYCE A. DEAN ..... *Physical Education*
B.A., Florida A & M University; M.A., Michigan State

DANIEL DREMANN ..... *Mathematics*
B.A., University of Florida; M.A., North Carolina State University

MARYANN FELDEN ..... *Nursing*
B.S., Hunter College

RICHARD A. FELDEN ..... *Biology*
B.A., Hunter College; M.S., Ph.D., Rutgers University

MARY M. EVANS ..... *Secretarial Science*
B.S., Columbia; M.S., Southern Illinois University

CHARLES C. FISHBURNE, JR. ..... *Political Science*
B.S., U.S. Military Academy; M.A., University of Maryland; Ph.D., Florida State University

MICHAEL W. FORDYCE ..... *Psychology*
A.B., Emory University; M.A., Ph.D., United States International University

LARRY L. FOX ..... *Physical Education*
B.S.E., M.S., Florida State University

HARRIS FRIEDMAN ..... *Psychology*
B.A., M.A., Emory University

JEAN FROSCHER ..... *Librarian*
A.B., M.L.S., Florida State University

P. LEE GILMARTIN ..... *Career Development Counselor*
B.A., University of West Florida; M.S., Florida State University

CHARLES J. GRUTMAN ..... *Business*
B.S., Long Island University; M.B.A., Adelphi University

GEORGE L. HEPPE ..... *Head, Department of Audio-Visuals*
B.S., State University of New York; M.S., Indiana University

MARY GRACE HOOD ..... *Nursing*
B.S.N., M.Ed., Milikin University

JOYCE K. HUGHES ..... *Acquisitions-Catalog Librarian*
B.S., M.L.S., State University of New York

DEBORAH P. IGLEHART ..... *Humanities*
B.A., M.A., Florida State University

EDWARD O. JONES ..... *Biology*
B.S., Alabama State College; M.S., University of Michigan; Ed.S., University of Alabama

LAWRENCE W. JONES ..... *Business*
B.S., Stetson University; M.B.A., U.S. Institute of Technology

LINDA L. JONES ..... *English*
B.A., M.A., University of Michigan

HOWARD L. KANE ..... *Science*
B.S., Ph.D., University of Pittsburgh

MARIE L. KITSBERG ..... *Counselor*
B.S., M.A., Michigan State University

EDMUND A. KULAKOWSKI ..... *Science*
B.S., M.A., West Virginia University

RAYMOND L. LAMBERT ..... *Speech*
B.S., Memphis State University; M.S., Southern Illinois University

PAUL D. LEOPOULOS ..... *Counselor*
B.A., M.S., Henderson State College

DOROTHY LOU LORD ..... *Chairman, Division of Social Sciences*
B.S., M.S., Ph.D., Florida State University

FLORIECE LOVE ..... *Speech*
B.A., Oklahoma College for Women; M.A., University of Mississippi

BERNIECE H. MOSKAL ..... *Reading*
B.S., Manfield State Teachers College; M.Ed., Union College; M.S., State University of New York at Albany

AUDREY H. MULLER ..... *Assistant Dean of Academic Affairs*
B.A., Dunbarton College; M.A., University of Notre Dame; Ph.D., Boston College

ARTHUR L. MURPHY ..... *Humanities*
B.A., New York University; M.A., Columbia University; Ph.D., Florida State University

JAMES L. NEWTON ..... *Mathematics*
A.B., Lenoir Rhyne College; M.A.T., Emory University

JOHN S. OTTO ..... *Anthropology*
B.A., University of South Florida; M.A., Ph.D., University of Florida

MARIO G. PATRIZI ..... *Spanish*
B.A., St. Ambrose College; M.A., Michigan State University

RUSSELL C. PEEPLES ..... *Director, Research and Federal Programs*
B.S.A., University of Florida; M.S., North Carolina State College

ELLEN PETERSON ..... *Director, Guidance and Counseling*
B.S., University of Georgia; M.S., Appalachian State Teachers College

PAUL D. RADCLIFF ..... *Physical Education, Baseball*
B.A., Kentucky Wesleyan College; M.A., Ph.D., Indiana University

ROBERT L. RATLIFF ..... *History*
B.A., Austin College; M.A., Appalachian State Teachers College

LEONARD E. RICHARDSON ..... *History*
B.S., East Tennessee State University; M.A., University of Tennessee

MAX G. RIEVES ..... *Dean of Student Affairs*
B.S., M.A., Appalachian State Teachers College

DEAN F. RITZMAN ..... *Director, Learning Resources Center*
A.B., Franklin & Marshall College; M.A., University of Chicago; M.S., Columbia University

DAVID GUNNING ROBINSON ..... *President*
B.S., Northern Illinois University; M.S., Indiana University; Ph.D., Florida State University

MARIA C. ROONEY ..... *Nursing*
B.S.N., M.S.N., University of Florida

THEODORE M. ROSE ..... *Special Services, Mathematics*
B.S., Agricultural, Mechanical and Normal College, Pine Bluff, Ark.

ALICE F. SAUNDERS ..... *Psychology*
B.A., Bates College; M.A., Indiana University

WILLIAM E. SAUNDERS ..... *Biology*
B.S., Wake Forest College; M.S., University of North Carolina

BARBARA V. SCHAEFER ..... *Nursing*
B.S., Long Island University; M.S., Adelphi University

WALTER G. SCHAEFER ..... *Nursing*
B.S., Long Island University; M.S., Adelphi University

SUSAN D. SCHROER ..... *Nursing*
B.S.N., Ohio State University

JANET M. SCHWENN ..... *Reference Librarian*
B.A., M.A., University of Wisconsin

KENNETH E. SHAIN ..... *Biology*
B.A., B.S., University of Kansas; M.S.T., Missouri University

JEAN S. STEWART ..... *Nursing*
B.S.N., Vanderbilt

TERRY STICKEL ..... *Computer Science*
B.S., University of Miami; M.S., University of Pennsylvania

PAUL SWOFFORD ..... *Mathematics*
B.S., Applachian State Teachers College; M.A., University of North Carolina

EDWARD A. SYMS ..... *Sociology*
B.A., M.A., University of Denver

WILLIAM V. SZALAY ..... *Director of Athletics*
B.S., M.A., Ohio University

HUGH S. THIMLAR ..... *Physical Education, Basketball*
B.S., Butler University; M.S., Indiana University

WILLIAM E. THOMPSON ..... *Engineering*
B.A., Vanderbilt University

JOHN P. TOBIN ..... *Humanities*
B.A., Miami University; M.S., Rennselaer Polytechnic Institute; M.A., Florida State University

ELDA WALKER ..... *Biological Science*
B.A., M.S., University of Michigan

JAMES L. WATTENBARGER ..... *Honorary Member of Faculty*
B.A.E., M.A.E., Ed.D., University of Florida

RICHARD WHITE ..... *English*
B.A., M.S., Florida State University

FRANK V. WHITNEY ..... *Engineering and Technical Studies*
B.S., University of Minnesota; M.A., University of Northern Colorado

GLORIA E. WILLIAMS ..... *Special Services, Counselor*
B.A., Albany State College; M.S., University of Georgia

GEORGE W. WINDSOR, JR. ..... *English*
B.A., University of Florida; M.A., University of South Florida

WILLIAM P. WOOD ..... *Director, Student Activities, Financial Aid, Placement*
B.S., University of Vermont; M.S., Western New Mexico University

ROBERT L. YORK ..... *Art*
B.F.A., Virginia Commonwealth University; M.F.A., University of North Carolina

JOSEPH J. ZAGANCZYK ..... *ETV Production Specialist*
B.A., Loyola College; M.S., Syracuse University

PARAPROFESSIONALS

VIVA M. ENGLE ..... *Reading*

JEAN PETRICH NOLIN ..... *Mathematics*

LOIS SCHRIMSHER ..... *English*

SARA A. TREAT ..... *Science*
A.A., Miami-Dade Community College

GLORIA WOOD ..... *Mathematics*
B.A., Wagner College; M.A., Columbia University

SPECIALISTS

CLAUDIA CLARK ..... *Testing*

ELIZABETH FRYE ..... *Admissions*

GEORGE KINZLER ..... *Audio-Visual*

MARILYN McSHEEHY ..... *Student Activities*

MARY NORMAN ..... *Records*

ALDA PETERSON ..... *Duplicating*

MARILYN ROOF ..... *Financial Aid*

SHIRLEY WHITE ..... *Career Specialist*

CAREER SERVICES

CAROLYN ALLEN ..... *Guidance and Counseling Clerk Typist*

ELAINE BIBBO ..... *Secretary to Assistant Dean of Academic Affairs*

VIRGINIA BLEECKER ..... *Secretary to Director, Collier Center*

LOUISE BOMBERGER ..... *Secretary to Chairman Division of Social Sciences*

CYNTHIA CALLIER ..... *Counselor Aide*

DOROTHY CONNIFF ..... *Admissions and Records Clerk Typist*

EVA J. COON ..... *Keypunch/Microfilm Technician*

DOROTHY DIXON ..... *Cashier/Accounting Clerk*

LOIS EHRENZELLER ..... *Public Information Secretary*

MILDRED ENGLISH ..... *Accountant*

CLARA FERRELL ..... *Custodian*

MARY FLY ..... *Financial Aid and Veteran Certification Clerk Typist*

NORMA FORSYTH ..... *Secretary to Dean of Student Affairs*

ANN GRAHAM ..... *College Nurse*

JUNE HANKE ..... *Payroll Accounting Clerk*

BRUCE HENSLEY ..... *Chief Security Officer*

JANICE HOLLAND ..... *Audio-Visual Library Clerk*

JEAN HORNE ..... *Library Clerk*

HILDE HOWELL ..... *Secretary to Chairman Division of Basic Sciences*

HELEN HUDAK ..... *Bookstore Supervisor*

RUSSELL JOHNSON ..... *Maintenance Mechanic*

DENNIS JONES ..... *Custodian*

THELMA JONES ..... *Secretary to Dean of Business Services*

LILLIAN KACHERSKI ..... *Purchasing Accounting Clerk*

ROSEMARY KASEY ..... *Secretary to Vice President and Dean of Academic Affairs*

JOHN J. KELLY ..... *Groundskeeper*

DORIS KUHN ..... *Secretary to Director, Charlotte Center*

SYLVIA LEIFER ..... *Audio-Visual Library Clerk*

HELEN MAZGAJ ..... *Secretary to Director of Special Services*

MARGARET McEWAN ..... *Library Clerk*

EILEEN McQUADE ..... *Physical Plant Clerk Typist*

JUDY MIESOWICZ ..... *Fiscal Assistant*

CLAUDE MILLER ..... *Maintenance Mechanic*

MARGARET MILLER ..... *Secretary to Director of Continuing Education*

JUDITH MULLER ..... *Library Clerk*

BERTILLE MURPHY ..... *Library Clerk*

CHARLES NEUBERGER ..... *Maintenance Mechanic*

LOUIS PANICO ..... *Receiving/Distributing Clerk*

SYLVIA PEARLSTEIN ..... *Continuing Education Clerk Typist*

ELIZABETH PERKINS .... *Admissions and Records Clerk Typist*

ELMER POWELL ..... *Property Accounting Clerk*

WILLIAM PROUGH ..... *Custodian*

JOSEPH REDMON ..... *Custodian*

LARRY REDMON ..... *Custodian*

DOROTHY REEL ..... *Division of Applied Sciences Clerk Typist*

JEAN REYNOLDS ..... *Secretary to President*

RACHEL RONK ..... *Bookstore Clerk*

BRUCE ROSENHAUER ..... *Computer Programmer*

JULIA SINAGRA ..... *Library Clerk*

MARY ANN SLAWSON ..... *Secretary to Chairman, Division of Humanities*

DOLLIE SMITH ..... *Switchboard Operator*

JOE SMITH ..... *Custodian*

LOIS SMITH ..... *Secretary to Chairman, Division of Applied Sciences*

RITA SMITH ..... *Library Clerk*

LORRAINE TERWILLIGER ..... *Cashier/Accounting Clerk*

UDELLA THIMLAR ..... *Secretary to Director of Learning Resources Center*

JOSEPH VIVIAN ..... *Purchasing Agent*

FLORENCE WAND ..... *Keypunch Operator*

JACQUELINE WILLIAMS ..... *Secretary to Director of Research and Federal Programs*

JAMES WILLIAMS ..... *Custodian*

NANCY WINDSOR ..... *Secretary to President*

FRANK ZUNGOLO ..... *Head Custodian*

MICHAEL ZVONIK ..... *Groundskeeper*

DUANE ZYGIEL ..... *Computer Programmer*

Programs, activities and facilities of Edison Community College are available to all on a non-discriminatory basis, without regard to race, color, creed, religion, sex, age or national origin. The college is an affirmative action Equal Opportunity Employer.

PART-TIME FACULTY

GEORGE ARTMAN ..... *History*
B.A., University of Tampa; M.A., USF

HENRY BLACKWELL ..... *English*
B.A., M.A., University of Florida

GARY R. BLODICK ..... *Sociology*
B.S., M.Ed., Wayne State

FREDRICK BROCKMANN ..... *Science*
B.S., Michigan State; M.S., Florida State University

STEPHEN BUFTER ..... *Music*
A.A., Edison Community College

RALPH CARTER ..... *Banking*

GLENN O. CARY ..... *Banking*

JON A. CORBY ..... *Art*
B.S., M.Ed., Florida Atlantic University

JOHN COSTA ..... *French*
B.A., M.A., Seton Hall University; Ph.D., University of Montreal

AILEEN B. CRIPPS ..... *Music*
B.M., Baldwin-Wallace College

GEORGE V. CRIPPS ..... *Music*
B.M., Baldwin-Wallace College; M.S., Western Reserve University

JAMES R. CURRY ..... *Physical Education*
B.A., Baldwin-Wallace College; M.A., Western Reserve University

LYLE DANIELSON ..... *Humanities*
B.A., Augustana; M.A., T.C. Columbia Univ.

RICHARD L. DEXTER ..... *Art*
B.S., Central Michigan; M.A., University of Michigan

LANE DIEDRICK ..... *Banking*
B.S., Florida Atlantic University

J. WAYNE FALBEY ..... *Business*
B.A., University of South Florida

GEORGE R. FISHER ..... *Business*
B.S., Colorado State

HENRY A. FORD ..... *Banking*

ROCKWELL J. FRANKLIN ..... *Business*
L.L.B., John Marshall Law

JOEL B. FRIED ..... *Psychology*
B.A., Emory University; M.S., University of South Carolina

LUTHER CLARK GANDY ..... *Music*
B.M.E., M.A., Northwestern University

ROBERT S. GLUHAREFF ..... *Humanities*
B.A., M.A., University of South Florida

ROBERT R. HAGAMAN ..... *Criminal Justice*
B.A., University of Minnesota; M.S., Florida State University; L.L.B., Stetson University College of Law

GARVIN V. HAMILTON ..... *Business*
B.S., Kansas State Agricultural College

CHARLES W. HARDY ..... *Accounting*
B.S., Quinnipiac College, Hamden, Conn.

CLAUDE A. HAYNES ..... *Banking*
B.S., Eastern Tennessee State University

PAUL B. HENDERSON ..... *Business*
B.S., University of Maryland; M.S., George Washington University

JOHN C. HILLHOUSE ..... *Journalism*
B.A., University of Maryland; M.A., Indiana University

WALTER V. HORN ..... *Business*

JERRY D. HUSSEY ..... *Banking*
B.A., University of Florida

ALEXANDER KANTAINIS ..... *Psychology*
B.S., Lamar State College of Technology; M.A., University of Houston

RONALD J. KILLION ..... *Biology*
B.S., Tennessee Technological University; M.A., Northern Arizona University

LEO KRIDLE ..... *Business*
B.S., Grove City College; M.S., University of Pittsburgh

WILLIS E. KUSHMAN ..... *Business*
B.S., Northern State Teachers College

FRANCES LEEPER ..... *Secretarial Science*
B.S., University of Nebraska; M.A., University of Northern Colorado

ANGELA LeGRAND ..... *Secretarial Science*
B.S., State Teachers, Salem, Mass.; M.Ed., University of New Hampshire

KATHERINE L. LEONARD ..... *Mathematics*
A.B., Winthrop College, Rockhill, S.C.; M.A.T., Converse College

JOHN S. LOWMAN ..... *Banking*
B.S., Florida Southern College

GLORIA A. LOWY ..... *Girls Tennis/Cheerleading*
A.A., Edison Community College

EDMUND J. MAGERO ..... *Economics*
B.B.E., Chicago Teachers College; M.B.A., Loyola University

MARIO U. MARCHESE ..... *Banking*
B.A., Harvard University

FRANKLYN McCLINTOCK ..... *Business*
B.S., Long Island University; M.B.A., University of Chicago

JOHN DEAN McMAHON ..... *Theatre Arts*

JOHN D. McQUEEN ..... *Economics*
B.A., Stetson University; M.S., Florida State University

CORETTA W. MITCHELL ..... *Art*
B.S., M.A., Ph.D., Ohio State University

KATHERINE NIEMEYER ..... *Biology*
B.S., University of Illinois; M.S., Seton Hall University

GARLAND T. OVERMAN ..... *Mathematics*
B.A., University of South Florida; M.A., California Polytechnic University

THOMAS D. PIERCY ..... *Mathematics*
B.S., Upper Iowa University; M.S., Northern Arizona University

STEPHEN PRICE ..... *Banking*
B.S., B.A., University of Florida

CLAUDE L. PRIDGEN ..... *Off-Campus Center Coordinator*
B.S.E., M.Ed., University of Florida

RONALD W. RICHERT ..... *Mathematics*
B.S., Concordia Teachers College; M.S., Florida State University

ALBERT J. ROZIER ..... *Music*
B.M., Georgia State University; M.M.E., Florida State University

DIANE R. SCHMITT ..... *Literature*
B.A., Valparaiso University; M.A.T., Indiana University

HARTLEY SHELLANS ..... *Music*
B.M.E., M.M.E., Columbia University

ROBERT SMITH ..... *Biology*
B.S., Illinois State University; M.S., University of Michigan

WAYNE R. STANHOUSE ..... *Banking*
B.A., Syracuse University; M.B.A., State University of New York

JEAN SUMMERVILLE ..... *Biology*
A.B., West Virginia University; M.S., University of Pittsburgh

JAMES SWING ..... *Accounting*
B.S., M.B.A., Xavier University

RALPH F. TILDEN ..... *Music*
B.M., M.M.E., Cincinnati Conservatory of Music

CLAIRE T. WALTER ..... *Business*

EVERETT R. WALTER ..... *Electronics Technology*
B.S.E.E., M.S.E.E., Purdue University

THOMAS WATTS ..... *Banking*
B.S., M.S., Virginia Polytechnical Institute

WALTER WESTON ..... *Business*
B.A., University of Maryland

S. EUGENE WIRICK ..... *Banking*

DONALD B. WITHERELL ..... *Psychology*
B.A., Western Michigan University; M.A., Michigan State University

WELDON WOOD ..... *Physical Education*

WALTER WOODARD ..... *Criminal Justice*
B.S., University of Florida

INDEX

Academic Load ... 26
Academic Regulations ... 26
Academic Warning ... 26
Accreditation ... 8
Administration ... 66
Admission, Procedure for Applying ... 13
Admissions Policy ... 9
Advanced Placement ... 12
Advisement ... 30
Applied Sciences, Division of ... 37
Athletics ... 36
Attendance ... 26
Basic Sciences, Division of ... 38
Board of Trustees ... 65
Career Information ... 30
Certificate Programs ... 23
Charlotte Center ... 8
Child Care Center ... 31
Class Organizations ... 36
CLEP ... 12
College Calendar ... 3
College Philosophy ... 7
Collier Center ... 8
Continuing Education, Division of ... 38
Counseling ... 29
Course Descriptions ... 41
Credit in Escrow ... 11
Credits, Validity of ... 27
Dean's List ... 27
Degree Programs ... 17
Divisions of the College ... 37
Early Admissions ... 11
Evaluation of Transfer Credit ... 11
Facilities ... 8
Faculty ... 67
Fees ... 28
Financial Aid ... 31
Financial Information ... 28
Grade Reports ... 27
Grading Systems ... 27
Graduation Requirements ... 21
Guidance and Counseling ... 29
Guided Studies Program ... 11
Health Services ... 31
History of the College ... 8
Housing ... 31
HPE, Waiver of ... 17
Humanities, Division of ... 39
Learning Resources Center ... 40
Library ... 40
Loans ... 32
Out-of-State Students ... 28
Paraprofessionals ... 70
Philosophy of General Education ... 15
Placement Services ... 31
Program Offerings ... 15
Readmission ... 27
Refund Policy ... 28
Residence Requirements ... 28
Scholarships ... 32
Social Sciences, Division of ... 39
Special Services ... 31
Staff, Non-Instructional ... 70
Student Activities ... 36
Student Classification ... 26
Student Conduct ... 27
Student Government Association ... 36
Student Organizations ... 36
Student Personnel Services ... 29
Testing Services ... 30
Transfer Students ... 10
Transient Students ... 11
University Transfer ... 30
Veterans ... 31
Withdrawal ... 27
Work-Study ... 32

EDISON COMMUNITY COLLEGE
Fort Myers, Florida 33901
APPLICATION FOR ADMISSION AS A CREDIT STUDENT

1. Print your legal last name (only one letter in each space).

2. Print your legal first and middle (Maiden if married woman) names, separating each with a space.

3. Social Security Number

4. Print your current home address.

Number & Street

City

County

State or Country

Zip Code

Telephone Area Code Exchange Number

5. Which Term do you wish to enter?
☐ Session I (July-August)
☐ Session II (August-December)
☐ Session III (January-April)
☐ Session IV (April-June)

6. Sex:
☐ Male ☐ Female

7. Do you plan to attend full time? (12 credit hours or more)
☐ Yes ☐ No (6 credit hours - summer)

8. List previous college attendance or check ☐ None

Are you eligible to return to college(s) listed above?
☐ Yes ☐ No
Are you a college graduate? ☐ Yes ☐ No

9. Have you had military service?
☐ Yes ☐ No

10. Last high school attended

City and State

11. High school graduation date mo. yr.

12. ☐ Diploma ☐ Did not graduate ☐ G.E.D. (check one)

13. Date of birth
mo. day 19 year age

14. Race (check one for H.E.W. Statistical reports)
☐ American Indian or Alaskan Eskimo
☐ Asian or Pacific Islander
☐ Black (not of Hispanic Origin)
☐ Hispanic
☐ White (not of Hispanic Origin)

15. Citizenship? ☐ U.S. ☐ Other

16. Check your family income bracket:
☐ $0000-2999 ☐ $7500-8999
☐ 3000-5999 ☐ 9000-11,999
☐ 6000-7499 ☐ 12,000 or more

17. Complete the following:
Next of kin ☐ or Legal Guardian's ☐ Name
☐ Mr. ☐ Mrs ☐ Miss

Name

Telephone

Number & Street

City

State or Country

Zip Code

If this is your legal guardian, attach copy of appointment.

If this is your next of kin, list relationship.
☐ Mother ☐ Father ☐ Sister ☐ Brother ☐ Wife
☐ Husband ☐ Other (Specify)

18. Have you ever participated in activities which interfered with orderly conduct, processes, functions, or programs of any university, college, junior college or high school?
☐ Yes ☐ No

19. Have you been convicted for violation of any Federal State or Municipal ordinance other than minor offenses involving a fine of $25.00 or less?
☐ Yes ☐ No

I understand that withholding information requested or false information given may result in my suspension from ECC and by accepting my completed application for admission, Edison Community College accepts my commitment to observe all rules and regulations of the college and the State Board of Education.

Date _____ Signature _____

EDISON COMMUNITY COLLEGE STUDENT HEALTH RECORD

Name _____ Date of birth _____

Social Security Number _____ Height _____ Weight _____

Person who should be contacted in emergency:

Name _____ Telephone _____

Address _____ City, State _____

Name of personal physician _____ City, State _____

Do you wear contact lenses? _____

Please list drugs to which you are allergic or sensitive _____

Please describe any chronic condition or health problem, such as heart condition, diabetes, epilepsy or any handicap or disability.

My college major will be_____

I wish to work toward the AA Degree (Transfer) _____

AS Degree (Occupational) _____

Certificate (1 year job program) _____

I am working toward no degree or certificate. _____

I am taking courses to improve job skills, but no degree._____

AFFIDAVIT

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY AND EXECUTE THE APPROPRIATE SECTION CLASSIFICATION OF STUDENTS FOR TUITION PURPOSES: For the purpose of assessing tuition, applicants are classified as Florida or non-Florida students. In applying this regulation, "applicant" shall mean a student applying for admission if the student is at least 18 years of age or married. If the student is a minor and unmarried, it shall mean the parents, parent or legal guardian of his or her person. Such applicant will pay the non-Florida tuition and other charges required of non-Florida students, unless he shall be a citizen of the United States or Resident Alien and shall have physically resided and had his habitation, domicile, home and permanent abode in the State of Florida for at least 12 consecutive months immediately preceding the first day of classes.

A more detailed statement of state regulation 6A-1452 may be found in the college catalog or requested from the ECC Counseling Center.

INSTRUCTIONS:

1. If you are at least 18 years of age or married **and** qualify as a Florida resident as defined above, execute SECTION 1.
2. If you are under 18 years of age and unmarried and your parent or legal guardian qualifies as a Florida resident as defined above, execute SECTION 2.
3. If you are under 18 years of age and unmarried **and** your parents are DIVORCED, your residence for tuition purposes will be determined by the residence of the person assigned legal custody of your person. If that person qualities as a Florida resident as defined above, have that person execute SECTION 2.
4. If you do not quality as a Florida student as defined above, sign SECTION 3.

SECTION 1: 18 YEARS OF AGE OR MARRIED

STATE OF FLORIDA
COUNTY OF RESIDENCE [ ] Charlotte [ ] Collier [ ] Lee [ ] Other (Specify) _____

I, _____, being first duly sworn, on my oath say that I am at least eighteen years of age, or married, and that I am a bona fide citizen and a resident of the State of Florida as defined above and as such entitled to admission to Edison Community College under the terms and conditions prescribed for citizens and residents of the State of Florida.

_____
(Student's Signature — sign in ink)

Sworn to and subscribed before me this_____

day of _____, 19____

_____
(Notary Public's Signature — sign in ink)

SECTION 2: PARENT OR GUARDIAN

STATE OF FLORIDA
COUNTY OF RESIDENCE [ ] Charlotte [ ] Collier [ ] Lee [ ] Other (Specify) _____

I, _____, being first duly sworn, on my oath say that I am a bona fide citizen and a resident of the State of Florida as defined above, and that I am the _____ of _____
(Father, Mother or Legal Guardian)

who is under the age of eighteen years and unmarried and who has applied for admission to the Edison Community College and say that this student is entitled to admission under the terms and conditions prescribed for citizens and residents of the State of Florida.

_____
(Parent or Legal Guardian's Signature — sign in ink)

Sworn to and subscribed before me this_____

day of _____, 19____

_____
(Notary Public's Signature — sign in ink)

NOTE: If the parents are **divorced OR if this affidavit is executed by someone other than the parent**, satisfactory evidence of the assignment of legal guardianship to the party signing the affidavit must be furnished with this form.

SECTION 3: NON-FLORIDA RESIDENT

I do not qualify for classification as a Florida resident at this time.

_____ of _____
(Student's Signature — sign in ink) (State of legal or former residence) (Date)

Please list any medication you now take. _____

Permission is hereby granted for officials of Edison Community College to secure the services of a licensed physician to attend the student named above, in the event of illness or injury requiring medical treatment, and permission is granted to the attending physician to render whatever treatment is deemed best, and, responsibility is assumed for all expenses incurred

Signature of Student _____

Signature of Parent or Guardian if student is under 18 and single. _____

Date _____

Edison College Library
3 3701 01143061 2

Edison Community College
College Parkway
Fort Myers, Florida 33901

If undeliverable, do not return

Non-profit Organization
U.S. POSTAGE
PAID
Fort Myers, Florida
Permit No. 271
BOOK RATE